

Temporary Employee Monitoring Queries

Query recommendations for temporary employee monitoring available to HR Field and to Business Managers via VTHR QueryViewer.

Query Name - VT_TL_STATE_LIMIT_SEASON_12_MO

SEASONAL monitoring – Per Vermont State Statute seasonal employees have a cap of 7 months of employment for each 12-month period – this is a rolling 12 months and IS NOT MONITORED by calendar year (as of July 2019).

VT_TL_STATE_LIMIT_SEASON_12_MO - Temp SeasonalRev Rolling 12Mos

*Pay Period ending: 

Reporting Entity ID:

[View Results](#)

Row	Empl ID	Empl Record	Name	Position	Title	Pay periods worked past 12 mos	1st Pay Period Wrked	Last Pay Period Wrked	Months & Days Worked	Approved Hours	Reg/Temp	Department	Current Department	Dept ID	Dept ID Descr	Location	Location Descr	Last Hire Date
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- **Pay periods worked past 12 mos** -this shows a count of how many pay periods have been worked in the past 12 months.
- **1st pay period wrked** -this the pay end date of the first pay period worked during the past 12 months counting back from the pay period end date entered in the prompt.
- **Months & Days Worked** – this shows the month and day as a decimal, so 2.21 would equal 2 months and 21 days worked

Query Name - VT_TL_STATE_LIMIT_TEMP_TRACK

1280 Hour monitoring - Assists with monitoring temporary employees to comply with the Vermont State Statute cap of 1280 hours per calendar year. This query pulls all the hours worked for the active temporary employees for the calendar year. It displays the employees who have worked any hours for the agency or department listed in the prompt and shows any other agency or department hours the employee may have worked in during the year. This does not include seasonal temporary employees; they are in the query above.

VT_TL_STATE_LIMIT_TEMP_TRACK - Temp 1280 Hour Cap Monitoring

Year (20XX):

Reporting Entity ID like:

[View Results](#)

Row	Empl ID	Empl Record	Name	Position	Title	Sum Quantity	Hours including all temp rclds	Hours until 1280 reached	Reg/Temp	Department	Current Department	Dept ID	Dept ID Descr	Location	Location Descr	Position Expiration Date
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ACA Monitoring Queries

Queries to assist with reviewing temporary employee hours worked connected to the ACA threshold of 1560 hours worked per 12-month measuring period

Query Name - [VT_TL_ACA_HOURS_OF_SERVICE](#)

Can be used to review all payable hours worked by temporary employee within date range in query prompts. These payable hours meet the ACA definition of hours of service and should be counted when monitoring an employee's hour total to determine [Full time status per ACA regulations](#). It flags the hours worked in each month to help with monitoring patterns of hours worked. Hours are populated to this query after a pay period has been completed and the time has been approved.

VT_TL_ACA_HOURS_OF_SERVICE - ACA Hours of Service - Temps

*From Date Under Report: 

*To Date Under Report: 

Reporting Entity like:

[View Results](#)

Row	Empl ID	Empl Record	Name	Job Title	Dept ID	Dept ID Description	Location	Reporting Entity ID	Department	Month	Hours	Reg/Temp	Hrly Rate
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Query Name - [VT_TL_ACA_TEMP_HOURS](#)

Assists with monitoring temporary hours for ACA threshold of 1560 hours in 12 consecutive months

This query pulls all the hours worked for active temporary employees during their current measurement period. It displays all the hours for the agency or department listed in the prompt and also shows any other agency or department hours the employee may have worked in during the measurement period.

- **ACA Hours Total** are the hours worked for the department listed on that line.
- **Hours including other record** total ALL hours worked by the employee no matter what department or agency (overall total). Hours are populated to this query after a pay period has been completed and the time has been approved.

VT_TL_ACA_TEMP_HOURS - ACA temp hour monitoring

Reporting Entity ID like:

Job DeptID like:

Empl ID like:

[View Results](#)

Row	Empl ID	Empl Record	Name	Current Title	ACA Hours Total	Hours including other record	Hours until 1560 reached	Measurement Begin	Last Worked Week	Reg/Temp	Department	Current Department	Dept ID	Dept ID Descr	Location	Location Descr	First Measurement hrs if >1560	Begin Date
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