DEPENDENT CARE REIMBURSEMENT ACCOUNT (DCRA) AND HEALTH CARE REIMBURSEMENT ACCOUNT (HCRA) PLANS

PERMITTING EVENT CHART

Permitting Event	Code	Permitting Event Date	Time Limit	Effective Date
Annual enrollment/reenrollment (open enrollment period)	00	Open enrollment start date	Open enrollment period only	First of the year or as determined by open enrollment schedule
New employee enrollment	01	Appointment date	60 days	Standard
Employee returning to pay status who was eligible in non-pay status (also includes military and sabbatical paid leaves)	07	Date of return to active work	60 days	Standard
Family status change allowing mid-year enrollment or increase in contribution amount (e.g., marriage, new dependent)	16	Date family member acquired	60 days	Standard
Family status change allowing mid-year cancellation or decrease in contribution (e.g., loss of custody, loss of spouse's employment)	23	e.g., Date custody changed, Date loss of spouse's employment	60 days	Standard
Exceptions	44	Requires Chancellor's Office Approval		Standard

"Standard means:" If a properly completed Enrollment Authorization Form is received in the State Controller's Office by the 10th of the month, the effective date of enrollment is the first of the following month. Forms received after the 10th of the month, delay the effective date to the first of the second following month.