

**CHAPTER 71-03-06**  
**PARTICIPATING POLITICAL SUBDIVISIONS EMPLOYEE RESPONSIBILITIES**

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**71-03-06-01. Enrollment.**

An eligible employee is entitled to coverage the first of the month following the month of employment, or the month following meeting eligibility criteria, unless otherwise noted below, if the employee submits an application for coverage within the first thirty-one days of employment, or within the thirty-one days of meeting eligibility for one of the following special enrollment periods:

1. Loss of coverage under any other health insurance plan.
2. Marriage. The enrollment of an employee's spouse. An employee who previously waived coverage shall enroll for coverage at the time the employee's spouse is enrolled.
3. Addition of a dependent as a result of receiving legal guardianship, or receiving a court order to provide health coverage. An employee who previously waived coverage shall enroll for coverage at the same time that the employee's eligible dependent is enrolled.
4. Addition of a dependent as a result of birth, adoption, or placement for adoption. The effective date of coverage is the first of the month in which the event occurred. An employee who previously waived coverage shall enroll for coverage at the same time that the employee's eligible dependent is enrolled.

**History:** Effective June 1, 1996; amended effective July 1, 1998; July 1, 2010; January 1, 2025.

**General Authority:** NDCC 54-52-04

**Law Implemented:** NDCC 54-52.1-03.1, 54-52.1-03.4

**71-03-06-02. Late enrollment.**

Political subdivisions must follow the same late enrollment procedures as outlined in section 71-03-03-02.

**History:** Effective June 1, 1996; amended effective July 1, 1998; May 1, 2004; July 1, 2010.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-03. Special enrollment for certain qualifying events.**

Political subdivisions must follow the same enrollment procedures as outlined in section 71-03-03-05.

**History:** Effective June 1, 1996; amended effective July 1, 2010.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-04. Continuation of hospital and medical coverages after termination.**

Political subdivisions must follow the same continuation procedure as outlined in section 71-03-03-06.

**History:** Effective June 1, 1996.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-05. Continuation of health benefits for dependents.**

Political subdivisions must follow the same continuation procedure as outlined in section 71-03-03-07.

**History:** Effective June 1, 1996; amended effective July 1, 2010.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-06. Continuation of life insurance after retirement.**

Political subdivisions must follow the same continuation procedure as outlined in section 71-03-03-08.

**History:** Effective June 1, 1996.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-07. Leave without pay.**

Political subdivisions must follow the same leave without pay procedures as outlined in section 71-03-03-09.

**History:** Effective June 1, 1996.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1

**Law Implemented:** NDCC 54-52.1-03, 54-52.1-03.1

**71-03-06-08. Employee contribution.**

An employee who is enrolled in the group insurance plan and required by the employer to pay a part of the premium must pay the amount due to the employer. The employee contribution may be paid via payroll deduction or any other means acceptable to the employer.

**History:** Effective June 1, 1996; amended effective July 1, 2010; January 1, 2025.

**General Authority:** NDCC 54-52-04, 54-52.1-03.1, 54-52.1-08

**Law Implemented:** NDCC 54-52.1-02, 54-52.1-03.1