

Appointment Type and Career Status Policy History

Date	Brief Description of Change
August 4, 2016	First version
August 18, 2017	Added the full definition of “Career State employee” per HB495 and HB1044 Included: Employees who are hired by a State agency, department or university in a sworn law enforcement position or forensic scientist position and who are required to complete a formal training program prior to assuming law enforcement or forensic scientist duties with the hiring agency, department or university shall become career State employees only after being employed by the agency, department or university for 24 continuous months.
October 13, 2022	Modified policy to make clear that three-year time period calculation for time-limited positions counts time in the same time-limited position. Updated the policy’s limit on continuous temporary employment to match change in Administrative Code rule.
December 8, 2022 (effective Feb. 15, 2023)	Provided more information on trainee status, including making clear that trainee status is not a type of appointment, and that trainees may be hired if no qualified candidate remains under consideration who meets the minimum education and experience requirements.
June 25, 2026 (effective July 1, 2026)	Made conforming changes to reflect new Managing Employee Work policy
September 24, 2026 (effective October 1, 2026)	Updates the policy to reflect changes to appointment types and attaining a career appointment enacted by S.L. 2026-40. - Creates a new structure for appointment types. There are now three permanent appointment types: probationary, permanent experiential, and career; three non-permanent appointment types-temporary, time-limited, and non-permanent experiential; and exempt appointments. - Allows experiential program of work-based learning to last up to four years. Updates the policy to reflect changes to the probationary period to attain a career appointment. - Allows the probationary period to be extended beyond 12 months once by six months if the manager needs additional time to assess the employee’s performance. - Allows employees to attain a career appointment by successfully completing a experiential program while in a permanent experiential appointment. - Requires an employee to complete a probationary period if the work-based learning program is less than 12 months. Edits the policy to use plain language.