

APPOINTMENT TYPES AND CAREER STATUS SUMMARY OF POLICY REVISIONS

8-4-2016

Career status changed from 24 months to 12 months. Probationary Period changed from 24 to 12 months.

HB 495 changes the definition of Career State employee in G.S. 126-1.1 to include: A career state employee must be in a permanent position with a permanent appointment; and continuously employed by the State of North Carolina or a local entity as provided in G.S. 126-5(a)(2) in a position subject to the North Carolina Human Resources Act for the immediate 12 preceding months. HB95 also changes the definition of probationary state employee by redefining the probationary period to 12 months.

HB 495 rewrites G.S. 126 1.1 to extend the probationary period for employees hired in a sworn law enforcement position required to complete a formal training program to 24 months.

HB 1044 rewrites G.S. 126 1.1 to extend the probationary period for forensic scientists to 24 months.

Policy revised to delete references to trainee appointments. Trainee designation is related to salary administration and qualifications only, and does not have any impact on benefits or achieving career status. Therefore, a "trainee appointment" is not needed. Employees who are following a trainee progression would fall under a probationary appointment or a permanent appointment.

11-1-2014

Due to duplication of policy provisions, the "Types of Appointments" policy and the "Probationary/Trainee/Permanent Appointment and Career Status" policy were combined into one policy that was renamed "Appointment Types and Career Status".

- The "intermittent" and "vocational student" appointments were removed.
- Reemployment after separation requires a new probationary period.
- Responsibilities of the supervisor during the probationary or trainee period was updated to reflect language and process in the proposed amended Performance Management Policy.
- Correction that RIF Reemployment "shall" instead of "may" serve a new probationary period to comply with the change in the law defining probationary period.
- Career status does not impact an employee's trainee period.
- Reference to time-limited "permanent" position is being removed.

- 1-1-2014 Changes the probationary period associated with appointments from the previous 3 to 9 months to 24 months.
- 11-1-2013 HB 834 – Modernization of the Human Resources Act change G.S. 126 to include a new definition for probationary period. The period changed from three to nine months to a consistent twenty-four months of continuous SHRA employment in a permanent position. The policy also clarifies the supervisor’s responsibilities to provide documented performance feedback discussions to the employee as a way to ensure successful attainment of career status. Periods of extended leave does count towards the probationary period.
- 7-1-2011 Clarifies that periods of extended leave with and without pay do not count towards the probationary period. Extended leave is defined by policy as being on leave for more than one-half the workdays and holidays in the month or pay period.
- 8-19-2007 Changes definition of “career status” to include local government SPA employment. (S1023)
- 7-1-1996 Career status changed to 2 years
- 8-1-1995 Probationary
Clarifies that initial appointment to a time-limited position requires a probationary period.
Lists benefits that apply.
- Trainee
Clarifies types of situations where trainee appointments may be made.
Lists benefits that apply.
- Permanent
Clarifies when appointments shall be made permanent.
Lists benefits that apply.
- Time-Limited Permanent
Currently a time-limited permanent appointment may be made to a time-limited position that has an established duration of no more than two years with up to one additional year extension. This change will allow the position to be designated as a time-limited permanent position for as long as it is appropriate, but requires that an employee must be designated as having a permanent appointment in the time-limited position if employment in that position lasts longer than three years.
Lists benefits that apply.

Temporary

Clarifies that employees with temporary appointments are not eligible for benefits.

Permanent Part-time

Lists benefits that apply to employees working 20 hours per week

Lists benefits that apply to employees working 30 hours per week.

Temporary Part-time

Clarifies that employees with temporary part-time appointments are not eligible for benefits.

Intermittent

Clarifies that employees with intermittent appointments are not eligible for benefits.

6-1-1994	Revised to conform to "career status" legislation
11-1-1991	Exception to 12-months maximum for temporary appointments made for students and retired employees. Also, deleted seasonal hourly appointment
6-1-1988	Dismissal during trainee revised.
1-1-1988	Statement of verification of credentials added to probationary appointment
2-1-1987	Seasonal Appointment added.
12-1-1985	Appointments revised to delete reference to competitive service appointments
7-1-1983	Deleted provisional appointments.
4-1-1981	Emergency Appointments. Provides a one-time extension on emergency appointments for 30 days, so as to allow the completion of special program.
8-1-1980	Addition of trial appointment, deletes special emergency appointment and revised definition of pre-vocational student appointment.

- 12-1-1979 Duration of Temporary Employment. Enables an agency to appoint one replacement to work the full length of time that an employee may be on leave without pay, which is twelve months.
- 7-1-1979 Time-limited Permanent Appointment. Provides the employee with benefits of a permanent employee. The position, however, would have a definite expiration date at the time established.
- 2-1-79 Length of Probationary Period. Duration of a probationary appointment shall be not less than three months nor more than nine months of either full-time or part-time employment. Probationary period for Criminal Justice officers differs.
- Special Provisional Appointment. Policy states that this special provisional appointment is to be used either when no permanent class has been established or when a test has not been developed.
- 11-1-78 Maximum of twelve months for temporary appointments.
- 12-2-77 Employees subject to the trainee appointment provisions that are hired under the new Apprenticeship program established in coordination with the NC Dept. of Labor
- 1-1-76 Temporary appointment may be extended in 3-month intervals up to a maximum of 9 months.
- 12-10-75 Clarifies the definition of types of appointments and changed the provisions for temporary appointments.
- 7-17-75 Intermittent Appointments - The intermittent service of an individual shall not exceed a total of nine months during any continuous twelve-month period.
- 2-20-75 Emergency appointment and special emergency appointment approved.