



*San Francisco Healthy Airport Ordinance*  
*(Amendment to the Health Care Accountability Ordinance)*  
*Implementation Guidance*

**December 23, 2020**

The Healthy Airport Ordinance (“Amendment”) is an amendment to the Health Care Accountability Ordinance. The Amendment requires employers at the San Francisco International Airport (“SFO”) to provide employees covered by SFO’s Quality Standards Program with family health insurance or to make a specified contribution on their behalf to the City Option Program.

The San Francisco Office of Labor Standards Enforcement administers and enforces the Amendment’s requirements.

**Operative Date**

**1. Q: When will the Amendment become operative?**

A: Covered employers must comply with the Amendment’s requirements on its operative date, March 21, 2021.

**Scope of Amendment**

**2. Q: Which employers are covered by the Amendment?**

A: The Healthy Airport Ordinance is an amendment to the Health Care Accountability Ordinance (HCAO), but it applies only to employees covered by SFO’s Quality Standards Program (QSP), adopted by the San Francisco Airport Commission. Employers may contact SFO’s Office of Social Responsibility and Community Sustainability at 650-821-1003 or [qsp@flysfo.com](mailto:qsp@flysfo.com) to determine if they have employees covered by the QSP.

Employers with employees who are covered by the HCAO but not the Amendment must continue to comply with all of the HCAO’s requirements and its regulations, available at [www.sfgov.org/olse/hcao](http://www.sfgov.org/olse/hcao). OLSE anticipates issuing updated HCAO regulations to provide additional guidance on the Amendment. In the interim, OLSE will apply all applicable HCAO regulations to the Amendment, including HCAO regulations 2.2 - 2.3 and 8 – 11.

**3. Q: Are all employees at SFO covered by the Amendment?**

A: No. Only employees covered by the QSP at SFO are covered employees under the Amendment.

**4. Q: Are employees required to work a minimum number of hours per week to be covered by the Amendment?**

A: No. Although other employees must work at least 20 hours per week to be covered by the HCAO, there is no minimum hours requirement for employees to be covered by the Amendment.

**Health Care Requirements**

**5. Q: What health care benefits must employers provide to their covered employees?**

A: Employers of QSP employees must provide them with family health insurance or pay \$9.50 per hour (up to \$380 per week) on behalf of the employee to the City Option Program. Employers may choose which option they use to comply.

**6. Q: Are there minimum standards for the family health insurance provided to covered employees?**

A: Yes. Employers must provide health plan benefits to the covered employee and the covered employee's dependents, with all of the following features:

- A. The health benefits must be offered at no cost to the covered employee;
- B. Is actuarially equivalent to a platinum-level plan ( $\geq 90\%$ ). Once satisfied, an employer may also offer additional plans with an actuarial value equivalent to at least a gold-level plan ( $\geq 80\%$ ); and
- C. Provides comprehensive coverage for benefits listed in [California's Essential Health Benefit Benchmark Plan](#). The scope of coverage must equal or exceed that listed in the Benchmark Plan summary or in the sample Evidence of Coverage (EOC), whichever is greater or more specific. For example, preventive care such as scheduled prenatal and the first postnatal visits must be covered at no cost as described in the sample EOC. However, general cost-sharing limits for other benefits are not prescribed.

For more information on the family health insurance minimum standards, contact the Department of Public Health at 415-554-2925 or [patrick.chang@sfdph.org](mailto:patrick.chang@sfdph.org).

**7. Q: Are there cost-sharing requirements for health plans similar to those required under the Health Care Accountability Ordinance?**

A: The Amendment only requires that compliant health plans have a minimum actuarial value of 90% – and at least 80% for any additional plans – and cover all the services in [California’s Essential Health Benefit Benchmark Plan](#). The actuarial value means the average percentage of the total costs for covered benefits that the health insurance plan will pay. Beyond that overall average, there are no specific cost-sharing limits (e.g., out-of-pocket maximum, deductible, co-pay, coinsurance) for plans to comply with.

For example, while the plan must cover skilled nursing facility care up to 100 days, as part of California’s Essential Health Benefit Benchmark Plan, there is no requirement for what the cost-sharing must be.

**8. Q: Is coverage for pediatric vision and dental required?**

A: The Amendment requires covered employers to offer health coverage to eligible employees and their dependents that provides coverage for all services listed in the [California Essential Health Benefit Benchmark Plan](#), which requires coverage of pediatric dental and pediatric vision for dependents aged 0-18 years.

**9. Q: For employers that choose to comply with the Amendment by providing family health insurance, when must employers provide these health benefits to covered employees?**

A: Employers that choose to comply with the Amendment by providing family health insurance must have the coverage in place by the Amendment’s operative date, March 21, 2021, for its covered employees. For covered employees hired after that date, employers must provide family health insurance no later than the first day of the month after 30 days from the covered employee’s start of employment.

**10. Q: For employers that choose to comply with the Amendment by making a specified contribution on the covered employee’s behalf to the City Option Program, when must those contributions be made?**

A: Employers that choose to comply with the Amendment by making the specified contribution on the covered employee’s behalf to the City Option Program must make these contributions to the City Option Program by April 15, 2021 for hours worked from March 21 through March 31, 2021. Thereafter, contributions must be made by the 15<sup>th</sup> of each month for hours worked in the preceding month, including for covered employees hired after the Amendment’s operative date.

**11. Q: How can employers make contributions on their covered employees' behalf to the City Option Program?**

A: Employers can make contributions to the City Option Program through the Department of Public Health's dedicated website: <https://sfcityoption.org>.

**12. Q: Is the per hour payment figure and weekly maximum fee adjusted annually?**

A: Yes. Beginning with fiscal year 2022-2023, and for each following fiscal year, the Director of Health will propose adjustments to the hourly rate and weekly maximum fee based on changes since the prior year in the Bureau of Labor Statistics Consumer Price Index for Medical Care in the San Francisco Bay Area or in average Health Maintenance Organization premiums in California.

After review and potential adjustments by the Controller's Office, the adjusted hourly rate and weekly maximum fee will take effect on July 1 each year.

**13. Q: Can employees waive employer health care requirements under the Health Care Accountability Ordinance, including those requirements contained in the Amendment?**

A: Yes. Employees of employers with compliant health plans may waive employer health care requirements but only by (1) providing the employer with proof of current health plan coverage and (2) completing OLSE's Voluntary Waiver Form, which will be available in January 2021 at [www.sfgov.org/olse/hcao](http://www.sfgov.org/olse/hcao).

For employees covered by the Healthy Airport Ordinance, proof of current health plan coverage must include the covered employee's dependents.

Covered employers must retain voluntary waiver forms and proof of health plan coverage for three years and must provide OLSE access to them upon request.

**Notice and Posting**

**14. Q: Are employers required to post a notice informing employees of their rights under the Ordinance?**

A: Yes. Under the Health Care Accountability Ordinance and its accompanying regulations, covered employers are required to post the HCAO Employee Notice poster in a conspicuous place at any workplace or job site where any Covered Employee works. Covered employers shall post this notice in English, Spanish, Chinese, Filipino, and any language spoken by at least five percent of the employees at the workplace or job site.

In lieu of the standard HCAO Employee Notice, employers covered by the Healthy Airport Ordinance are required to post a special notice for the Ordinance, which will be available in January 2021 at [www.sfgov.org/olse](http://www.sfgov.org/olse).

**Waiver through Collective Bargaining**

**15. Q: May a collective bargaining agreement waive some or all of the provisions of the Amendment?**

A: No. While the Health Care Accountability Ordinance generally permits a waiver through a collective bargaining agreement, that does not apply to covered employees under the Healthy Airport Ordinance.

**Please email further questions to [HCAO@sfgov.org](mailto:HCAO@sfgov.org) or call (415) 554-7903**