

Reinstatement Privileges 101 KAR 2:034

- Former merit employees have reinstatement privileges to the highest pay grade and title that they held full merit status in.
- Former merit employees may be reinstated to the title and pay grade they held full merit status in provided they meet the minimum requirements for that title
- Former merit employees may be reinstated to other titles of the same pay grade or lower provided they meet the minimum requirements.
- If the title they held highest pay grade status has been changed to a new title and/or pay grade, they have reinstatement privileges to the current title and pay grade, provided they meet the minimum requirements for the current title.
- There is **NO REGISTER** for reinstatements. This means the former employee will need to make their own contacts with agencies in hopes of finding an agency willing to reinstate them.
- Reinstatement certificates are generated by the agency and sent to the Personnel Cabinet.
- Reinstatement privileges are for life. However, if a former merit employee **RETIRED OR** was **DISMISSED FOR CAUSE** they **DO NOT** have reinstatement privileges.
- Once reinstatement privileges are used they cannot be used again **UNLESS** a former merit employee has regained their merit status. Meaning they have completed probation and have status again. If they resign after being reinstated but do not complete their probationary period, if required, they forfeit their reinstatement and no longer are eligible to be reinstated again.
- Former merit employees that resign and get reinstated within 12 months do not have to complete probation again. They retain their status as a full merit employee.
- Former merit employees that resign '**with prejudice**' do not have reinstatement privileges.
- Former merit employees who return on a reinstatement and their return date is over one year since they left will have to serve a probationary period...and if they do not complete their probationary period they do not hold **STATUS** and are not entitled to another reinstatement.