



EMPLOYER

b u l l e t i n

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Member Statements of Account

PSERS has begun to mail annual member *Statements of Account* for the 2010-2011 school year three weeks earlier than last year thanks in large part to the timely submission of monthly work reports. PSERS greatly appreciates the time that many of you have spent to ensure that our member records are as up to date and accurate as possible.

If you have not submitted your work reports for the 2010-2011 school year, please submit them as soon as possible. Every year, members eagerly wait to receive *Statements of Account* for financial and retirement planning purposes. Late submission of work reports prevents PSERS from processing benefits on time like retirements, disabilities, refunds, and death.

IRS Compensation Limits

IRS Section 401(a)(17) of the Internal Revenue Code limits the amount of compensation that is subject to retirement contribution withholding. For active members entering membership in PSERS on or after July 1, 1996, the maximum amount of reportable retirement covered compensation for fiscal year 2012-2013 may not exceed \$250,000.

Pension Forfeiture Information

The Public Employee Pension Forfeiture Act (Act 1978-140) provides that PSERS members who are convicted or pled guilty or no defense to any crimes listed in the Pension Forfeiture Act are subject to forfeiture of their PSERS pension benefit. Information on pension forfeiture is found on the PSERS website under Employers, then Employerpedia. Here you will find a listing of all crimes which are subject to pension forfeiture. If you need additional information not found on the website or to report a potential pension forfeiture matter to PSERS, contact your PSERS Employer Service Center representative.

Multiple Service Retirees and School Employment

A multiple service retiree is a person who has credited service rendered with both the State Employees' Retirement System (SERS) and the Public School Employees' Retirement System (PSERS) and receives a single combined benefit. Multiple service retirees may be employed in an employment emergency or personnel shortage after retirement, although the rules governing their post-retirement employment differ depending on the employer.

If a multiple service retiree is employed after retirement in an employment emergency or personnel shortage by a Pennsylvania public school employer that offers only PSERS as a retirement plan, the PSERS rules for emergency employment apply. If a multiple service retiree is employed in an employment emergency or personnel shortage by a state-owned university, community college, Penn State University, or any employer that offers SERS as a retirement plan, then SERS rules for emergency employment apply. The employer must contact SERS to request emergency employment. A multiple service retiree who returns to work in a college and does not qualify for an employment emergency or personnel shortage will be automatically enrolled in SERS and PSERS benefits will be suspended.

For more information regarding employment emergency or personnel shortage rules for all PSERS retirees, refer to the *Return to Service Guidelines and Clarifications*, (PSRS-9682) publication on the PSERS website.

Non-Qualifying Service

Non-qualifying contributions pertain to part-time hourly and part-time per diem employees who contribute to PSERS but do not reach the necessary 500 hours or 80 days to qualify for PSERS membership or did not previously qualify for membership under Act 2010-120. PSERS automatically sends refunds to employees who made non-qualifying contributions for the 2010-2011 school year. The refunds will be sent after all employers finish reporting for fiscal year 2010-2011 and member *Statements of Account* are mailed. We expect this refund process to be completed at the end of January 2012.

Employers will receive a list of all employees that are receiving non-qualifying refunds. PSERS will post a credit for the contributions made on behalf of these employees in the *Employer Statement of Account* under **Employer Contributions**. Employees who receive a refund for non-qualifying service and later qualify for PSERS membership can apply to purchase the non-qualifying service by completing an *Application to Purchase Credit for Part-Time Service* (PSRS-100) form. Employers who receive a form PSRS-100 from an employee should verify if the salary and service requested for purchase was previously reported via the *Employer Web*. Service rendered on 2004-2005 or after was most likely already reported via the *Employer Web*. If it was reported, you do not have to complete the salary and service information on form PSRS-100 but do have to review and verify the information for accuracy. Simply sign the document and indicate that the information was previously reported using the *Employer Web*. If the requested purchase is for service rendered in 2003-2004 or prior, you must complete the salary and service section of the application.

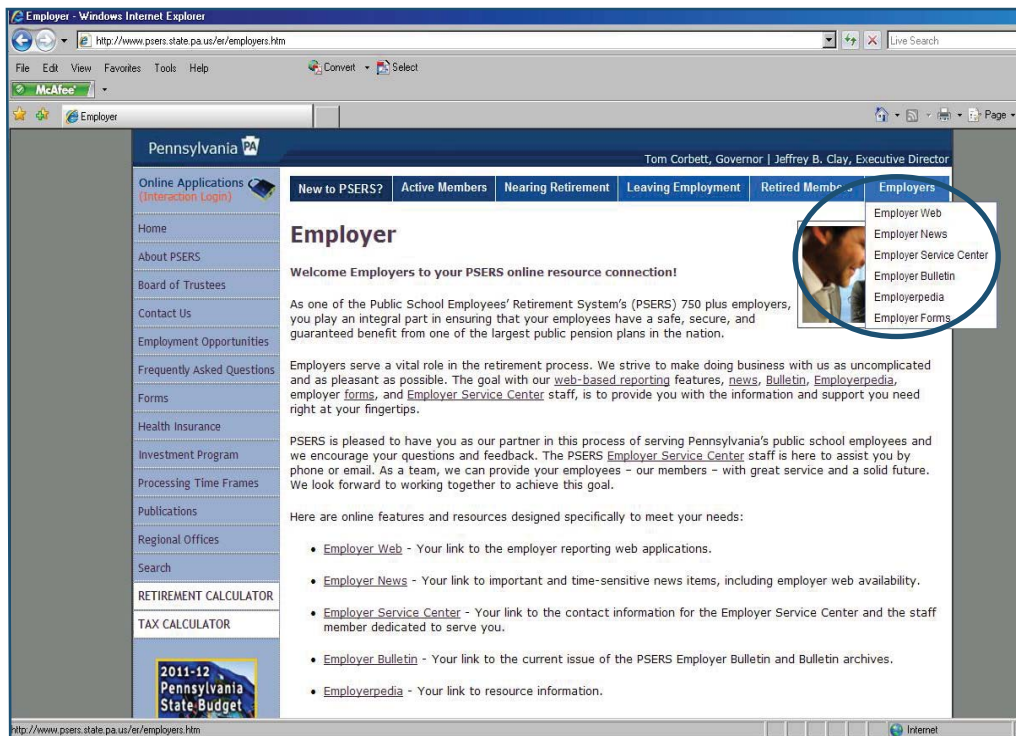
If you have further questions, contact your employer service representative. If any of your employees have questions regarding partial refunds, please instruct them to contact PSERS Member Service Center at 888-773-7748.

New PSERS Web Look

Many of you may have noticed something different when using the PSERS website. In July, PSERS launched a new website aimed to provide a more user-friendly vehicle of information for our members and employers. From the main page, you can click on the Employers icon located to the right side of the screen. This will take you to the Employer main page. You can also hover over the Employers icon and click on one of the choices provided.

One exciting new feature available to employers is the Employerpedia. The Employerpedia is your one stop page for resource information. Here you will find reference handouts like *Information for New Employees*, Revised Work Status Codes, and *Return to Service Guidelines and Clarifications*. There is also a Planning Calendar, T-F Elections Process, and Membership Qualification information and downloadable presentations. Most importantly, you will find the newly updated *Employer Reference Manual*. The Manual is available as a PDF for you to print. It also contains hyperlinks within the document to page references and forms for easier Web use.

We encourage you to go to the new Employers page and discover all the resources available to you 24 hours a day.



New Region 2 Representative

PSERS is pleased to announce Matt Hartman as the new regional representative for Region 2 formerly assisted by Loralie Rebeck. Matt was a former PSERS employee who returns to PSERS with a wealth of knowledge and experience. He began his duties as regional representative on October 31, 2011.