

EMPLOYER Notice

Ohio Public Employees Retirement System • 277 East Town Street • Columbus, Ohio 43215

Note:

To better serve our population and to ensure all members have the information they need—when they need it, OPERS has implemented several systems and processes to ensure all members are given superior service—especially as they plan for the transition to retirement.

Employer help needed to guide employees to the right path to retirement

Who should read this notice

Human resource professionals or any employer contact assisting employees contemplating retirement

Situation overview

The number of public employees contemplating retirement has grown significantly in 2011—that growth is expected to continue. As a result, OPERS is experiencing a substantial spike in information and appointment requests—stretching OPERS staff resources.

This is especially true for the retirement counselors as OPERS has experienced a significant increase of walk-in members requesting to meet immediately with a retirement counselor. Staff analysis of the situation shows:

- Many of the walk-ins are not within the recommended six-month window prior to retirement to begin initiating the retirement process, including appointments with retirement counselors.
- Many individuals are in the initial stages of thinking about retirement and are seeking some guidance or want to get preliminary figures established – scenarios that can be performed by members themselves through My Benefits System (MBS) - the OPERS online member account system designed to provide members with up-to-the-minute, password protected information about their account, 24/7; the same information available to retirement counselors.

OPERS recognizes the importance of having all pertinent information before making an important life decision such as retirement and works to provide a variety of tools to help members, your employees, have access to their retirement account information.

Action requested

We need your help to make sure all members receive timely, equitable service as they approach the path to retirement. Here are some steps to help employees get on the right path to retirement:

- For new employees, begin with new hire orientation and *educate* your employees regarding the features and benefits of registering for MBS.
- For existing staff *display* the [enclosed poster](#) prominently in all common areas. If you need more posters due to multiple sites or offices, just let Employer Outreach know and additional posters will be sent. We recommend posting in break rooms, human resources offices and in any high-traffic site. Simply contact Employer Outreach at 888-400-0965 or by e-mail at employeroutreach@opers.org to order more posters.



1-888-400-0965

www.opers.org

- For employees nearing retirement, *be knowledgeable* about the timeline necessary for a smooth transition to retirement—educate employees regarding the timeline and the many self-service options available through *My Benefits System* (MBS).
- *Encourage* those who are within six months of retirement to log into MBS to utilize our online retirement application. This is the same tool our counselors will use if the member came in our office and in most cases the member can completely file for retirement on their own without a visit to our office. If a member is not eligible to file online recommend that they schedule an appointment versus walking in without an appointment.

For a current listing of OPERS Board members, please visit www.opers.org.

This Employer Notice is written in plain language for use by public employers who are subject to coverage under the Ohio Public Employees Retirement System. It is not intended as a substitute for the federal or state law, namely the Ohio Revised Code, the Ohio Administrative Code, or the Internal Revenue Code, nor will its interpretation prevail should a conflict arise between it and the Ohio Revised Code, Ohio Administrative Code, or Internal Revenue Code. Rules governing the retirement system are subject to change periodically either by statute of the Ohio General Assembly, regulation of the Ohio Public Employees Retirement Board, or regulation of the Internal Revenue Code. If you have questions about this material, please contact our office or seek legal advice from your attorney.

