Title Single Scheme Administration Project - Single Scheme III-Health Retirement Process

Reference SPS.RET.IHR.PM.01 (Phase 1)

Process Step Yes/No decision Sub-Process Start/End process

Separate Process

Version Control

Disclaimer: This Recommended Process has been designed by the DPER Single Pension Project Team for straightforward cases that administrators might expect to encounter on a day-to-day basis. It should be read in

conjunction with the relevant Process Guidelines. It does not purport to cover all eventualities and no liability is accepted by the Minister for Public Expenditure & Reform for any omissions or errors arising. Administrators should carefully consult the Public Service Pensions (Single Scheme and Other Provisions) Act 2012 and associated regulations that, at all times, have precedence. **Single Scheme – Ill-Health Retirement Process** SSAP - Phase 1 SPS.RET.IHR.PM.01 (Phase 1) nportant: It is assumed (1) that member's benefits are not subject to the terms Former Employer of a Pensions Adjustment Order issued under the Family Law Schemes. If this the case, the terms of such an Order should be carefully reviewed prior to finalising and issuing the member's Retirement Statement. In such cases, Retirement Statements must separately issue to non-member spouse's in respect of their portion of benefits with an appropriate cover letter (2) that SFT/PFT Chargeable Excess does not arise. If necessary, obtain professional advice employer(s), as 1.4 Member nformed by HR appropriate, and validate response END Retained SPS Retained SPS Bene fits Forn completes ar Bene fits Form completed and returned to HR (current RA) returns RORF to HR Member complete and returns document ation engage with member i relation to III-Health Member updated. 품 eligible for payment of ill-health 5.11 CalculateShort-Service III-Health END 7.1 Verify/Calculate final referable amounts and Issue Retained SPS Retained SPS Benefits Form Gratuity be nefi Benefits Form to Member for completion en hancement o nounts to dat conclusion of fina if applicable Cost Neutra YES Early YES START NO 1.0 Notification received of member's intention to 5.22 otal Referable **5.23** Calculate a pplica ble 4.6 Calculate over Definitive Retirement Statement 6.0 5.40 Check for for 3.0 Does re vie w d nalise Interi 7.3b Record Membe 1.1 Whattype ill-health be nefit III-Health Pensions RORF prompt initial eries to be raised w che dks und erta ken RORF with Interim Retirement Statement to compiled for all en hancement in prepared and issued to membe as Retire d on which contributions retained Medical Groun retire on specified date on completion of YES END 5.20 Verify Referable Amounts imed/restor to date in current END em ployments Calculat e referable mounts to date if applicable Payroll 7.3a discharge