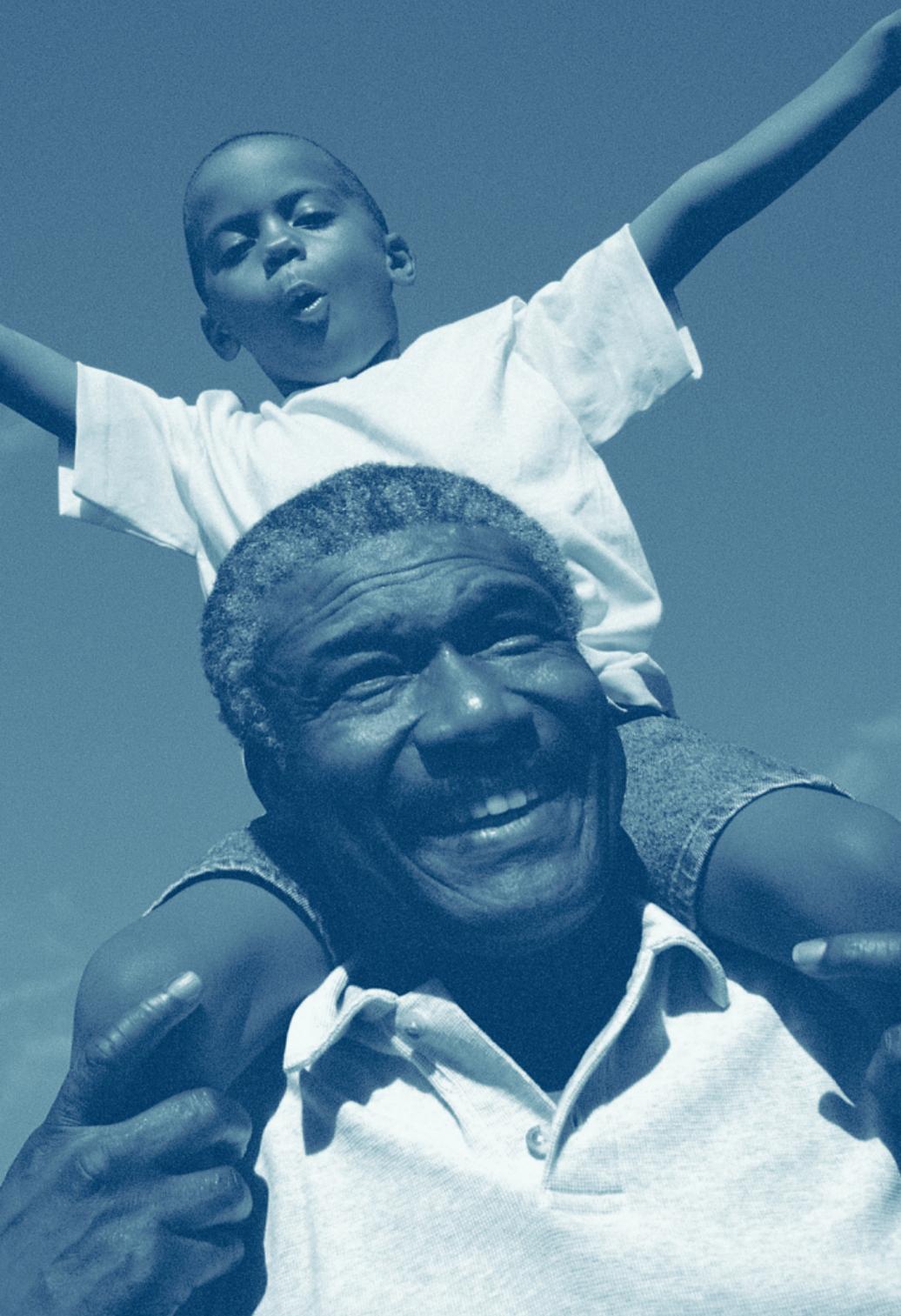


# *After You Retire*

What Every Pension  
Recipient Should Know



State of Michigan  
State Employees' Retirement System  
May 2016

### **About the Office of Retirement Services**

The Office of Retirement Services (ORS) is a division of the State of Michigan Department of Technology, Management and Budget. ORS administers retirement programs for more than a half million Michigan state and public school employees, judges, state police, and Michigan National Guard.

### **About This Publication**

The intent of this publication is to summarize basic Defined Benefit plan provisions under Michigan's Public Act 240 of 1943, as amended. Current laws, rates, and factors are subject to change. Should there be discrepancies between this publication and the actual law, the provisions of the law govern.

This publication can be made available in alternative formats to meet the needs of our customers with visual or physical limitations. Please contact ORS if you require this service.

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# *After You Retire*

What Every Pension Recipient  
Should Know



Office of Retirement Services  
State of Michigan

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## I. Welcome to Retirement!

Congratulations! At long last, it's time to reap the rewards of your many years of hard work as a dedicated Michigan public servant.

In this book we answer the pension and insurance questions most new retirees have. We also list some of the situations where you would need to contact us.

You can manage changes to your account quickly



and easily by logging in to miAccount at **[www.michigan.gov/orsmiaccount](http://www.michigan.gov/orsmiaccount)**. After logging in, you have secure access to change insurance dependents, tax withholdings, address, and much more!

The back page of this publication also provides details on how to contact ORS. Keep this book in a handy place as a reference.

### Stay connected to your retirement plan

Like us on Facebook to get regular updates from the Office of Retirement Services (ORS). We share helpful information about retirement planning, links to free resources, and news updates—all to help you prepare for retirement.

**[www.facebook.com/MichiganORS](https://www.facebook.com/MichiganORS)**



## II. Your Pension Payments

You filed your retirement application, submitted necessary paperwork, and said farewell to your state employment. What next? In this section, we tell you a few pension-related things to expect.

### ***Finalizing Your Application***

After we have your final wage and service information, we will verify your pension eligibility and put you on the retirement payroll. You'll get an award letter that tells you how much your pension payment is and when you can expect it. This letter details how your pension was calculated (final average compensation and service credit totals) as well as any deductions (insurance premiums, taxes) reflected in the payment amount.

### ***Payment Options***

#### **First pension payment.**

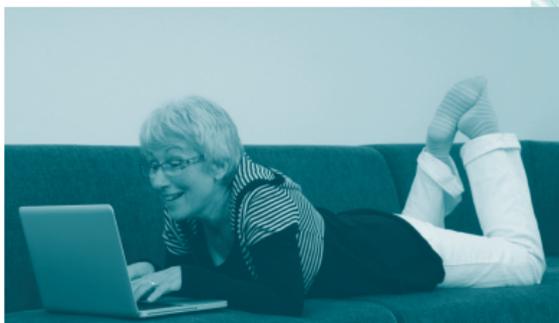
Your first pension payment should arrive one to three months after you terminate your employment and receive your last paycheck, provided you meet all eligibility requirements and all required forms are on file with ORS. If your first payment is delayed while we gather final salary information, you'll be paid retroactive to your retirement effective date.

#### **Ongoing pension payments.**

Pensions are paid on the 25th of each month for the month they are due. If the 25th falls on a weekend or holiday, watch for your payment on the preceding business day. December payments are issued about one week earlier. If you want to know the specific date of upcoming pension payments, log in to miAccount.

### **Your pension statements.**

Your statements are available online at any time in miAccount. This pension income statement reports the payments made to you during the previous year and any taxes withheld. You can view and print your *1099-R* form in miAccount any time after January 1. You will need it when you file your income tax return. ORS will also send you a copy of your federal *1099-R* every January.



### **Pension increases happen in October.**

You can look forward to a fixed 3 percent increase (not to exceed \$25 per month or \$300 annually) beginning with the second October after your retirement effective date. For example, if your retirement effective date is on December 1, 2016, your first increase will be October 2018.

Your postretirement increase doesn't compound, but it does accumulate. So every October, you can expect to get \$25 more per month than you did the previous year, assuming you're eligible for the maximum increase.

### **The State of Michigan 401(k) and 457 Plans.**

If you have accounts with the State of Michigan 401(k) and 457 Plans and would like to learn more about your options for your accounts, contact Voya Financial® at **800-748-6128** or **<http://stateofmi.voyaplans.com>**.

Once you're retired, there is no active link

between your state human resource data and Voya®. Therefore, if you update your address, phone, email, or dependent data with ORS and also with Voya.

**If you chose the equated plan.**

If you chose the equated plan for your pension, expect your pension payment to be permanently reduced (as described in your award letter) the month following your 65th birthday.

If you chose the equated plan, your pension will be permanently reduced when you turn age 65.

It doesn't matter when you actually begin receiving your social security checks—the pension reduction occurs at age 65. It also doesn't matter how much your social security checks

are—the pension reduction is based on the social security estimate you provided when you retired. As such, you won't need to notify us when your social security begins.

**If you disagree with a decision.**

If you disagree with a determination made by ORS about your retirement benefits, you may request a review by writing to ORS stating the basis for your disagreement and providing all information you believe supports your position. Your request will be reviewed thoroughly, and you'll be notified in writing of the outcome.

**IRS pension limits.**

Section 415(b) of the IRS code, which limits the amount of a pension that is payable from a defined benefit plan, affects a small group of retirees who earned a very high pension. If you

are in this group, ORS will let you know how the pension amount that exceeds the IRS limit will be paid to you.

**Any overpayment must be recovered.**

The retirement law requires ORS to correct any payment errors. As a result, any person who is overpaid or receives a benefit payment in error



will be required to repay the benefit. Repayment is usually made through an automatic reduction to the next regular pension payment.

### III. Your Insurance

When you retire, you and your eligible dependents have the option of enrolling in retiree group insurance plans.

#### ***Your Health Coverage***

When your retirement application is processed and all your proofs are submitted, we forward your insurance information to the health, prescription drug, dental, and vision insurance carriers. Your insurance cards may arrive a few weeks after your retirement effective date. If you need health services after you retire but before your cards arrive, contact the insurance carrier directly to get your policy number or to verify coverage.

The insurance carrier is your best resource for answers about insurance claims, cards, or if you want to know what services are covered.

The Employee Benefits Division can also help with claims or coverage problems—navigate to Employee Benefits section of the Michigan Civil Service Commission website at [www.michigan.gov/mdcs](http://www.michigan.gov/mdcs), or call **800-505-5011**.

Questions about covered services or an insurance claim? Contact the insurance carrier.  
Questions about enrollment?  
Contact ORS.

If you have questions or a problem with insurance enrollment, need to add or remove a dependent, or change your insurance carrier, contact ORS. The quickest way to do this is through miAccount. You can also complete the

*Insurance Enrollment/Change Request (R0452G)* found on our website.

### **Insurance premiums.**

When you meet the age and service requirements, the state will subsidize your health insurance premiums. If your insurance premiums exceed your pension payments, ORS will create a monthly payment plan for you.

You'll be notified in advance of any rate changes, which typically occur in October. Premium rates for each carrier are published in the Employee Benefits Division section of the Michigan Civil Service Commission website at [www.michigan.gov/mdcs](http://www.michigan.gov/mdcs).

### **How Medicare affects your coverage.**

As soon as you or anyone else covered by your health insurance becomes eligible for Medicare, that person must enroll in both Part A (hospital) and Part B (medical). You must have Medicare Parts A and B to enroll in the retiree insurance and prescription drug programs. If you, your spouse, or your dependents don't enroll in Parts A and B when first eligible, the insurance will be canceled for that person and a request for re-enrollment may not take effect for six months.

Enroll in Medicare Parts A and B when you're first eligible. Notify ORS if that happens before age 65.

For most people, Medicare begins at age 65 or after 24 months of social security disability eligibility. If that happens before age 65, send ORS a completed *Insurance Enrollment/Change Request (R0452G)*.

Medicare Part D (prescription drug) is a federal program that is administered by your group insurance plan. When you enroll in a retiree

Do not sign up for Medicare Part D.

prescription drug plan, we will automatically enroll you in Medicare Part D if appropriate. Don't sign up

for a Medicare Part D prescription plan or any other supplemental prescription plan. Doing so will result in a loss of medical and prescription coverage through the retirement system's plan.

It's important to act promptly because ORS cannot enroll you retroactively in the state health plan. Further, we cannot make adjustments for premiums paid before we receive your *Insurance Enrollment/Change Request (R0452G)*.

### **Effects of other group insurance.**

It is your responsibility to keep ORS informed of any changes that may affect your own and your dependent's eligibility and/or coverage, so be sure to notify ORS when anyone on your insurance has coverage under another plan.

In addition, you cannot enroll your spouse as an insurance dependent if he or she is separately enrolled as an eligible state employee or retiree.

### **Enrolling or changing after retirement.**

While you're actively employed, you can only change your insurance enrollments during the annual open enrollment period. As a retiree, you can change your insurance enrollments at any time during the year using miAccount, or by submitting an *Insurance Enrollment/Change Request (R0452G)* (and HMO enrollment form, if applicable).

**Enrolling for the first time.** If you are enrolling in the retirement system's insurance after your retirement effective date, your coverage will begin on the first day of the sixth month after ORS receives all required forms and proofs. For example, if we receive your *Insurance Enrollment/Change Request (R0452G)* (and HMO enrollment form, if applicable) with necessary proofs of eligibility on February 10, your coverage would begin August 1.

Log in to miAccount to change your insurance enrollment.

If you have a qualifying event, such as an involuntary loss of other group coverage or a change in family status, and you submit the required documents within 30 days, the coverage can begin as soon as the first of the month after you apply and we receive the required proofs, depending on whether or not you have Medicare.

Below is a list of qualifying events with examples of the proofs needed for each. Photocopies are acceptable.

- **Adoption:** Acceptable proof is adoption papers, a sworn statement with the date of placement, or a court order verifying placement.
- **Birth:** Acceptable proof is a birth certificate.
- **Death:** Acceptable proof is original death certificate.
- **Divorce:** Acceptable proof is divorce papers.
- **Marriage:** Acceptable proof is a marriage certificate.

- **Involuntary loss of coverage in another group plan:** Provide a statement on letterhead from the terminating group insurance plan explaining who was covered, why coverage is ending, and the date coverage ends.

For retirees who do not have Medicare and have a qualifying event, coverage can begin the first of the month after we receive your completed application and required proofs.

Report any changes that affect your insurance plans within 30 days.

For retirees who have Medicare and a qualifying event, coverage can begin the first of the following month if we receive your request and proofs by the 15th of the month. If we get the request and proofs

in after the 15th, but within the 30 days of the qualifying event, you will not be enrolled until a month later.

**Example:** You lose coverage as a result of a qualifying event on May 1, but don't get the enrollment request and proofs to ORS until May 21. Your retiree insurance will not be effective until July 1.

**Changing Plans.** If you are currently enrolled in an HMO and wish to change to the State Health Plan PPO, you must be enrolled in the HMO for at least six months before you can switch, unless the coverage is no longer available because you have moved out of the coverage area. You may change from an HMO to the State Health Plan PPO online in miAccount and mail us the required proofs if necessary.

To switch from one HMO to another HMO or change from the State Health Plan PPO to an HMO, request an application from the HMO and return it to ORS along with the *Insurance Enrollment/Change Request (R0452G)* and all necessary proofs. Do not return your application to the HMO.

Coverage in the new plan will begin the first day of the month after ORS receives your materials if you are changing to the State Health Plan PPO (after at least six months of HMO enrollment) or moving out of an HMO coverage area. Coverage will begin the first day of the second month if you are voluntarily changing from one HMO to another.

If you are changing insurance coverage, ORS will adjust your premiums, if needed, the month the insurance becomes effective. We cannot refund premiums withheld before or in the month you report the change, and there is a six-month waiting period unless you have a qualifying event.

## ***Dependent Health Insurance***

Eligible dependents for health, prescription drug, dental, and vision insurance plans include:

- Your spouse, as long as he or she is not also enrolled separately as an eligible state employee or retiree.
- Your unmarried children by birth, legal adoption, or full legal guardianship who are in your custody and dependent on you for support.

In the case of legal adoption, a child is eligible for coverage as of the date of placement.

Placement occurs when you become legally obligated for the total or partial support of the child in anticipation of adoption.

In the case of full legal guardianship, eligibility for coverage stops when the child reaches age 18 or upon your death, whichever occurs first.

### **Continuing coverage after age 19.**

Coverage for your eligible children ceases the end of the month in which they turn



age 19. However, if your coverage is still active, your dependent by birth or legal adoption can remain eligible through the end of

the month in which the child turns age 26 or graduates, whichever comes first, if he or she is an unmarried student who is enrolled at least half time in an accredited educational institution and is dependent on you for financial support.

You may be asked to provide photocopies of your tax returns as proof of dependency and school records as proof of school attendance.

If your enrolled dependent is a disabled child, coverage will continue as long as he or she became totally and permanently disabled before age 19, continues to be disabled, and your coverage does not terminate for any other reason. Disabled children are those who are unable to earn a living because of a mental or physical impairment and must depend on their parents

for support and maintenance. You must furnish proof of disability and proof of dependency.

**Note:** Federal Law changes in 2010 extend coverage to all adult children to age 26 for active employee plans, but this does not apply to retiree health plans.

**Reporting changes for your dependents.**

It is your responsibility to notify ORS of any change in your status, or that of your family, that would result in ineligibility, or of coverage under any other group insurance including Medicare. We will adjust your premium deductions if necessary, but we cannot refund premiums that were withheld before the month in which you report the change.

To report changes, log in to miAccount, navigate to the Insurance Coverage section, make your changes, and mail us required proofs if necessary. You can also use the *Insurance Enrollment/Change Request (R0452G)* on our website.

**COBRA protects your dependents after eligibility stops.**

If one of your dependents loses insurance eligibility, he or she may be able to pay for continued coverage for a limited time. A federal law known as the Consolidated Omnibus Budget Reconciliation Act, or COBRA, allows your dependent spouse or child the option of paying for continued health, prescription drug, dental, and vision coverage for up to 36 months after a qualifying event. The retiree or affected family member must notify our office within 30 days of the date of a qualifying event and request an *Application for Continuation of Insurances (CS-1767)*.

Your health insurance carrier may also offer a non-group conversion policy for your dependents. Contact the insurance carrier for more information.

## ***Life Insurance Protection for You and Your Dependents***



As a retiree who meets regular age and service eligibility, your state-sponsored life insurance continues for you and your dependents at no

charge to you. Your coverage is 25 percent of the coverage you carried when you left work; your dependents' policies are capped at \$1,000 each. Certain rules apply if you become totally disabled before or after age 65—you can find more information on our website under Your Insurance Benefits > Life Insurance.

If you left as a deferred member, you do not qualify for the state-sponsored life insurance.

The following qualified dependents can continue life insurance coverage after you retire if they were enrolled while you were an active employee:

- Your spouse.
- Your unmarried dependent children under age 23.
- Your incapacitated child who lives with you and depends on you for support as defined by IRS regulations.

### **Life insurance beneficiary.**

You can change your life insurance beneficiary by submitting the *Life Insurance Beneficiary Designation (R0782GHB)* form found on our website. Any person(s) can be named as beneficiary(ies) for your life insurance.

### **Conversion coverage is available.**

Within 30 days of retirement, you may convert the remaining 75 percent of your active life insurance to a private direct pay policy. You may also convert the amount by which the dependent policy was reduced. For rates and the conversion application, call Minnesota Life at **866-293-6047** or go to **[www.michigan.gov/mdcs](http://www.michigan.gov/mdcs)**.

### **Keep your award letter.**

The award letter you receive when your retirement application is processed serves as your only proof of your life insurance coverage, so be sure to keep it with your important papers. The certificate of insurance with coverage provisions can be viewed by following the Employee Benefits links on the Michigan Civil Service Commission website: **[www.michigan.gov/mdcs](http://www.michigan.gov/mdcs)**.

## ***Benefits for Life***

Benefits for Life is a retiree-paid optional coverage program offered through the State of Michigan that offers the opportunity to apply for coverage in key benefit areas.

The Benefits for Life offerings do not replace your state-sponsored benefit plans.

Enrollment, coverage, and cost questions about Benefits for Life should be directed to Benefits for Life Call Center at **888-744-7525**.

## IV. What Your Survivors Should Know

When you applied for your pension, you chose either a straight life option, which provides no ongoing benefit to your survivors after your death, or one of the survivor options, which continues payments for the lifetime of the person you named as your survivor pension beneficiary.

Whether ongoing benefits are due or not, your survivor should contact ORS upon your death. We will ask for your social security number and a copy of the death certificate so we can stop your payments and review your record to see if anything more is payable.

Additional information about reporting a death can be found by going to the Voya website at <http://stateofmi.voyaplans.com> or calling **800-748-6128**. The Employee Benefits Division also provides some helpful information at [www.michigan.gov/mdcs](http://www.michigan.gov/mdcs).

### **Continued insurance for your survivors.**

If you elected a survivor option for your pension, group insurance plans will continue uninterrupted for your designated pension beneficiary after your death. Your eligible spouse and unmarried children by birth or legal adoption who were covered at the time of your death will also continue to receive insurance benefits if you chose a survivor option.

If you did not choose a survivor option, coverage for your enrolled spouse and dependents ceases the last day of the month of death. However, they may be eligible to continue insurance coverage for up to 36 months through COBRA.

## V. When to Contact ORS

miAccount is the fastest way to access and make changes to your account. When you log in, you have secure access to change your insurance information, update your address, and much more.

Below are the most common situations that would require contact with ORS after your pension payments begin. Please use it as a general guide only. Because we can't list every possible event that should be reported, it's best to contact ORS if you're not sure. You can use the Message Board in miAccount to contact a knowledgeable ORS representative.

### ■■ ADDRESS CHANGE ■■

Be sure we know your current mailing address, physical address, and email address at all times so you receive your statements and other important notices. Your physical address is where you actually live while your mailing address is where you wish to receive your mail. You can now enter a PO Box for your mailing address. Address changes can be made online through miAccount.

We will notify your insurance carriers of your address change; however, it may take up to 30 days before the carrier can take action. If you're insured by an HMO, check to make sure that you can still be enrolled in your HMO at your new address (HMO availability is determined by county).

If your address change means you need to enroll in another plan, make sure to enroll at least a month before you move to avoid a gap in coverage.

If you are enrolled in a Medicare Advantage plan, make sure to change your address with Social Security.

See Direct Deposit Change (in this section) if you are changing your direct deposit account.

### ■■ BIRTH OR ADOPTION ■■

If you wish to enroll your child in your insurance plans, you can do so using miAccount (see Section III for more details) or by submitting the *Insurance Enrollment/Change Request (R0452G)* form.

A birth or adoption could mean that you need to change your life insurance beneficiary using the *Life Insurance Beneficiary Designation (R0782GHB)* form. And don't forget to notify Voya if you have a State of Michigan 401(k) or 457 Plan account and want to change your beneficiary.

### ■■ DEATH ■■

**Death of the retiree.** Upon your death, your personal representative (family member or executor) should contact ORS as quickly as possible. We will need your social security number and a photocopy of the death certificate. See Section IV for information to give to your survivors.

**Death of a pension beneficiary.** If you elected a survivor option and your pension beneficiary dies before you, notify ORS and provide a photocopy of the death certificate so we can adjust your pension amount to the full (unreduced) straight life pension. If you elected the equated plan and your beneficiary dies before you, your benefit will revert to the straight life equated amount.

If any person receiving a survivor benefit dies, ORS should be contacted immediately. We will need the social security number of the state retiree as well as that of the beneficiary who was receiving benefits, along with a photocopy of the death certificate.

ORS will stop pension payments as soon as we are notified of a death. If the death notice is not received timely, the estate is obligated to repay all payments made after death.

**Death of insurance dependent.** If anyone enrolled as a dependent in your health, prescription drug, dental, or vision insurance plan dies, report the death immediately using the Beneficiaries & Dependents section in miAccount. You must also submit a photocopy of the death certificate.

Additional information about reporting a death can be found in Section IV.

### ■■ DIRECT DEPOSIT CHANGE ■■

You can change your bank account in miAccount. Ordinarily, if we receive your request by the first day of the month, your next payment should be deposited to your new account. Do not close your old account until your pension payment has been successfully deposited in your new account.

### ■■ DISABILITY RETIREMENT ■■

If you are receiving a disability retirement, you should notify ORS if your condition improves. ORS will also need to know if you plan to return to gainful employment and you are under age 60.

## ■■ DIVORCE ■■

If you divorce after retirement, your pension will not be affected unless you elected a survivor option. To change your survivor option to a straight life pension you must submit a court order called a Domestic Relations Order (DRO). To assist you and your attorney, ORS provides instructions and downloadable, fillable DRO forms on our website under Forms and Publications. These are the preferred DRO documents to file with the Office of Retirement Services. They are the fastest, most efficient way to complete your filing. Complete the form online, save it, print it, then take the printed copy to the court for the judge's signature.

If your former spouse is enrolled as a dependent in your health, prescription drug, dental, vision, or life insurance plan, his or her eligibility will cease. Report the divorce immediately using the *Insurance Enrollment/Change Request (R0452G)* form or miAccount.

We cannot adjust your insurance premiums until you report the divorce, and we receive the required documentation. We cannot retroactively refund excess insurance premiums.

A divorce could mean you need to change your address or name using miAccount, or change your life insurance beneficiary using the *Life Insurance Beneficiary Designation (R0782GHB)* form. Don't overlook your State of Michigan 401(k) or 457 Plan account beneficiary with Voya.

## ■■ EMPLOYMENT ■■

If you go to work after you retire, your earnings usually won't affect your pension, with the following exceptions:

- **State of Michigan employment.** If you return to work for the state as an employee, independent contractor, or through a contractual arrangement with another party, you must forfeit your state pension for the duration of the reemployment.

You should complete the *Retiree Rehire Certification (R0792G)* form at time of hire.

You will have a choice of active or retiree insurance plans. If you choose to keep your retiree insurance plans, we will arrange for premium billings when you report your employment.

If you are rehired as a state employee, you will be enrolled in the Defined Contribution 401(k) plan.

Under certain circumstances, some retirees may not need to forfeit their pension. For details, see our website at [www.michigan.gov/orsstatedb](http://www.michigan.gov/orsstatedb), and navigate to the After You Retire > Working After You Retire section.

- **Disability retirement pension.** Because of the nature of a disability pension, you must gain approval from ORS before you return to work for any employer. Write a letter to ORS before you resume working. The letter should include a job description and complete information regarding the type of work you'll be doing, the hours you're expected to work, and the name of your potential employer. Failure to gain advanced approval may result in termination of your disability pension.

## ■■ MARRIAGE ■■

**Marriage of retiree.** If you marry after your retirement pension begins, there is no need to report the marriage because your payments will not be affected.

However, if you wish to enroll your new spouse in your insurance plans, you can do so using miAccount or by completing the *Insurance*



*Enrollment/Change Request (R0452G)* form (see Section III for more details). If you submit the request, a copy of your spouse's birth certificate, and a copy of your marriage certificate to ORS within 30 days, coverage can begin as of the marriage date (the ordinary six-month waiting period does not apply).

A marriage could mean that you need to change your address or name using miAccount, or change your life insurance beneficiary using the *Life Insurance Beneficiary Designation (R0782GHB)* form. And don't overlook your State of Michigan 401(k) and 457 Plan account beneficiary with Voya.

### **Marriage of survivor pension beneficiary.**

If you are receiving a survivor pension on the account of a deceased state employee, you don't need to report your marriage because your pension will continue as usual, and insurance benefits are not available to your new spouse. If your name changed as a result of marriage, you

may complete the *Name and/or Address Change Request (R0357X)*.

**Marriage of insurance dependent.** Only unmarried children are eligible for insurance coverage. If anyone enrolled on your contract as an insurance dependent marries, you must notify ORS immediately. Use miAccount or the *Insurance Enrollment/Change Request (R0452G)*.

### ■ ■ MEDICARE ■ ■

You do not need to notify ORS when your Medicare coverage begins at age 65. However, if you, your spouse, or anyone covered by your insurance are eligible for Medicare before age 65, you must notify ORS using miAccount or by completing the *Insurance Enrollment/Change Request (R0452G)*.

Section III explains how Medicare eligibility affects your state health insurance coverage.



Once your Medicare begins, you should see a significant decrease in the amount of your health plan premiums. Because you cannot be reimbursed retroactively for any premiums deducted, be sure to notify ORS as soon as you or any dependent on your health insurance plan

becomes eligible for Medicare before age 65.

### ■ ■ MISSING PAYMENT ■ ■

Notify ORS after three days if your regular direct deposit payment is not deposited to your account.

## ■■ POWER OF ATTORNEY ■■

If you designate a power of attorney, conservatorship, or guardianship, have your personal representative contact ORS right away. We will need a notarized copy of the legal documentation before your representative can act on your behalf. Send a health care power of attorney to ORS and your insurance carriers.

## ■■ SOCIAL SECURITY ■■

You don't need to notify ORS when your social security payments begin because it will not affect your pension. If you chose the equated plan, remember that your pension will be reduced when you turn age 65 regardless of how much your social security benefit is, or when it begins. The reduction in your pension is based on the social security estimate you provided when you applied for your pension.

Apply for your social security 3 months ahead of time. Go to [www.ssa.gov](http://www.ssa.gov), phone 800-772-1213, or visit your local SSA office.

## ■■ TAXES ■■

You can change your Michigan and federal tax withholding rate at any time in miAccount.

Log in to miAccount any time after January 1 to view and print your *1099-R* so you can file your income tax returns. This statement shows how much was paid to you during the year in pension benefits, as well as how much was withheld in taxes. ORS will also send you a copy of your *1099-R* every January.

## VI. Enjoy Your Retirement!

We hope that after reading this booklet you have a better understanding of how your pension and insurance benefits are handled, and how to report changes that could affect those benefits.

Our goal is to provide all the resources you need to make sound retirement decisions, so don't hesitate to contact us if you have any questions.

As always, please don't hesitate to contact us if you have any questions.

### ***What You Should Do***

- Read this booklet, and keep it in a safe, handy place for reference.
- Read the semiannual *Connections* newsletter that we send to all of our retirees.
- Use miAccount to view your pension statements and keep your personal information current.
- Make sure to update your email address in miAccount if it changes after you retire.
- If you're not sure whether you need to report something, contact us. This booklet is only a guide, and doesn't list every event that could affect your pension or insurance.
- Enjoy your retirement!



# At Your Service



[www.michigan.gov/orsstatedb](http://www.michigan.gov/orsstatedb)



[www.michigan.gov/orsmiaccount](http://www.michigan.gov/orsmiaccount)

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