



Health & Financial Benefits

HEALTHY LIVING. HEALTHY FUTURE.

✓ City of Portland Retirement Checklist ✓

PERS (Public Employees Retirement System)

www.oregon.gov/pers

Phone 503-598-7377

- Log onto PERS website, create an account with **Online Member Service** and view your PERS balances, create and save estimates of benefits (monthly pension projections)
https://orion.pers.state.or.us/SelfService/viewPage?component=/mhome.jsp&dialog_id=DState_44&mode=MBR
- Request a **written benefit estimate** from PERS if you are within two years of retirement
- PERS offers a video on how to complete your retirement application:
<https://vimeo.com/155886731>
- Register for and attend a “**Retirement Readiness**” PERS retirement group counseling session (formerly called the One-Year Presentation)
http://www.oregon.gov/pers/mem/Pages/section/education_sessions/tier_one_tier_two_presentation_index.aspx
- Read the **PERS Pre-Retirement guide** for step by step information about retiring.
http://www.oregon.gov/pers/mem/pages/section/form/tier_retire.aspx
- If you are **working after retirement** see the following information from PERS
https://www.oregon.gov/pers/docs/general_information/working_after_retirement.pdf
- Complete the PERS **Tier 1, Tier 2 or OPSRP retirement application**
http://www.oregon.gov/pers/mem/pages/section/form/tier_retire.aspx
- Complete the **IAP retirement application**
http://www.oregon.gov/pers/mem/pages/section/form/tier_retire.aspx

- Schedule and attend a **Retirement Application Assistance Session (RAAS)** if you are retiring within 90 days . A RAAS is a one-hour, one-on-one appointment with a PERS staff member to review PERS retirement application forms http://www.oregon.gov/pers/mem/Pages/section/education_sessions/2017_r_aas.aspx
- Contact FPDR for estimates & other retirement information

Fire & Police Disability and Retirement (FPDR)

503-823-6823

<http://www.portlandoregon.gov/fpdr/>

VEBA FIRE 888-659-8828

VEBA PPA 503-331-8205

- If you plan to come back to work after you retire, please review the **Administrative rules on working after retirement** (3.06) or consult your Union Contact <http://www.portlandoregon.gov/bhr/61163>

“Retirees who continue to work without a break in service at the time of retirement are eligible for **City paid insurance benefits for a maximum of six months** from the date of reemployment by the City, if the employee retired from a benefits eligible position. If there is a break in service, a retiree is no longer eligible for City paid benefits. “

(Admin rule 3.06 Employment of Retirees)

- Review the **City of Portland health plan** costs online www.Portlandoregon.gov/retiree
view “Retirement Basics” presentation <http://www.portlandoregon.gov/bhr/article/545387>

3 Easy Steps to City of Portland Health insurance continuation

1. Determine what your last work day will be and give at least two weeks written notice to your Manager/Supervisor (see admin rules...)
<http://www.portlandonline.com/Auditor/Index.cfm?c=27939&a=12432>
2. Benefits office mails an enrollment packet to your home
3. Submit election form and pay your first months premium

- Check your Medical Expense Reimbursement Plan (**MERP**) account balance <http://www.benefithelpolutions.com/> 503-219-3679
- Look at the **Federal Health Insurance Marketplace** Information on **Exchange plans**, 800-318-2596

www.healthcare.gov

Washington State Marketplace, 855-923-4633

<http://www.wahbexchange.org>

Review **PERS Health insurance plan** options, 503-224-7377

<https://www.pershealth.com/>

Sign up for or look into **Social Security Administration (SSA)** benefits

www.socialsecurity.gov 800-772-1213

Estimate your life expectancy, look at an estimate of benefits or find out how to determine when to start receiving Social Security benefits...

On-line retirement estimator: www.socialsecurity.gov/estimator

On-line application: www.socialsecurity.gov/applyonline

Retiring online cat video (Social Security Administration humor)

<https://www.youtube.com/watch?v=MwajsJEmfB8>

Learn about **Medicare** 800-633-4227

www.medicare.gov

A, B, C, & D video from the Center for Medicare Services (CMS) trainer Andrew Tartella

<https://www.youtube.com/watch?v=BUpg8HyxWRw>

If you have **worked beyond age 65**, and waived part B Medicare coverage, elect Part B before you separate employment. You sign up for Medicare through Social Security Administration. Contact SSA to get an **employer verification form**, bring this form to the Benefits office, then take completed form to a local Social Security office <https://secure.ssa.gov/ICON/main.jsp> to avoid late enrollment penalty. Ask them to provide you with a letter of entitlement or wait for your Medicare card to be mailed to you. You will need to provide proof of A and B in order to elect a Medicare Supplement or Advantage Plan.

Need additional assistance choosing a Medicare Supplement or Advantage Plan?

Talk with **Senior Health Insurance Benefits Assistance (SHIBA)** about Medicare plan enrollment options

www.oregoninsurance.org In **Oregon**

800-772-4134

www.insurance.wa.gov in **Washington**

800-562-6900

Attend a **Welcome to Medicare class** offered FREE at Mt Hood Community College, to sign up go online at Mt Hood Community College or call 503-491-7572

<https://www.mhcc.edu/> search "medicare"

Deferred Compensation Program

Jeanine Keller 503-823-6140

Jeanine.Keller@portlandoregon.gov

VOYA 503-937-0378

Advantis 503-785-2527

General plan information and FAQ on leaving the City

<http://www.portlandoregon.gov/bhr/26734>

VOYA Financial

<https://prime.beready2retire.com/>

Advantis Credit Union

www.advantiscu.org

503-785-2527

Here are some items to think about as you make your retirement announcement to your Bureau:

- You can make a **one-time election of eligible payouts from your final paycheck** to deferred compensation. You need to make this election prior to your final paycheck being processed. Complete a Final Paycheck Participation Agreement Form.
<https://www.portlandoregon.gov/bhr/article/388638>
- If you are a Tier One or Tier Two employee within the PERS system, you can elect to make a **Purchase of Service Credit** and buy-back your 6-month waiting period with PERS as well as any other eligible purchase of service credit. Contact your Deferred Comp Service Provider for additional information. **This may be done within 90 days of retirement. (at least 3 weeks before you retire)**
- If you retire and then return as a working retiree the next business day, **you will not be eligible for a distribution of your deferred compensation funds until you have a separation of employment as a working retiree.**

Look into **Long term Care insurance** UNUM (available to PERS retirees)

https://www.oregon.gov/pers/RET/Pages/section/health_insurance_program/unum_long-term_care_insurance.aspx

800-227-4165

<http://unuminfo.com/PERS002/index.aspx>

Determine if you want to continue your **life insurance** after you retire.

(Your Basic and Supplemental life insurance forms will be in your continuation packet from the Benefits office) Check your pay stub for your current premium cost and if you want to increase your life insurance you can do so online at

<http://www.portlandoregon.gov/bhr/27553> The increased amount has to be in effect when you separate if you want to continue that amount into retirement.

Standard Co. Life Insurance

800-378-4668 ext 6785

Contact the City of Portland Benefits Office with **additional questions**

Retireebenefits@portlandoregon.gov

503-823-6136