



Reminder

Route to:

- Authorized Agent
- Asst. to A.A.
- Personnel/H.R.
- Data Processing
- Payroll Dept.
- Accounting/Finance
- Other

Probationary Periods are covered by IMRF; Employer Statements

February 2007

Probationary periods and IMRF enrollment

In many cases, an employee in a probationary period is not eligible for certain benefits offered by an employer, such as health insurance or paid time off. It is easy for an employer to assume that since a probationary period can exclude certain employer benefits, this also applies to enrollment in IMRF. **This is not the case.**

If the employee's position meets your employer's eligibility requirements (hourly standard) for participation in IMRF, **by law that employee must be enrolled in IMRF as of the first day of his or her employment. This is true even if the employee starts with a probationary period.** The employee's enrollment in IMRF **must not be postponed** until the probationary period has been completed.

What are the consequences of postponing an eligible enrollment?

If you fail to enroll an eligible employee into IMRF at the appropriate time, there can be substantial future charges for omitted member and employer contributions. Denying a member service credit he or she is entitled to can also affect eligibility for benefits the member is legally entitled to, such as disability benefits and a future pension.

Employer Statements mailed on February 9, 2007

Statements mailed February 9th

Your IMRF *Employer Statements* of Member 2006 Account Activity were mailed on February 9th. A mailing schedule for 2006 Member Statements was included with your employer statement (this schedule is also available at www.imrf.org).

Not a SLEP employer but see SLEP credit on your statement?

New for 2006 statements: Members in the Sheriff's Law Enforcement Personnel (SLEP) Plan can convert up to 10 years of qualifying Regular Plan service credit into SLEP service credit. If a SLEP member has converted prior Regular service credit earned with your employer to SLEP service credit, that service credit will now show up as SLEP service credit on your Employer Statement for that member. This will not affect your employer's cost for the member's pension.

Questions?

Visit www.imrf.org or call a Member Services Representative at 1-800-275-4673.