

STEPS TO RETIREMENT

HR POLICY 4-900: RETIREMENT will provide additional information that you will find useful

RETIREMENT

2-3 Months prior to Retirement

- Contact URS at 801-366-7770 to discuss your retirement options, confirm years of service, and to sign forms.
 - Your retirement date will be the 1st or 16th day of the month.
 - You must retire from URS to be offered county retirement benefits. If you have previously retired from another URS entity, you do not also retire from Salt Lake County.

- Notify your division of your retirement date and review HR Policy 4-900: Retirement.

- If you wish to buy out years of service, contact URS at 801-366-7770 for a cost calculation.
 - You may be eligible for up to \$25,000 from county to buy out years of service. Use URS form RTRT-37, Application for Purchase of Future Service Credit and contact Mayors Finance at 385-468-7085. See HR Policy 4-900, you must meet certain criteria to be eligible.

STEPS TO RETIREMENT

RETIREMENT

1-2 Months prior to Retirement

- Contact County Benefits Team at 385-468-0580 to set up a retirement exit interview.
 - You will be provided information regarding continuation of benefits if you are eligible, in addition to other county information for retirees.
 - If you are Medicare eligible, they will provide you information on those options.

- Insurance coverage is offered to those currently enrolled and hired before December 31, 2012 per HR Policy 4-300.
 - Under age 65
 - Select Health or PEHP
 - HDHP or PPO
 - Dental Coverage
 - Over age 65
 - PEHP Medicare Supplement
 - If hired before 12/31/2012 but you don't have county coverage at the time of retirement, you are ineligible to enroll and ineligible for future subsidies.

- Sick and Vacation hours paid out per HR Policy 4-900
 - Eligible employees are paid on a check AFTER final work hours are paid:
 - 25% of sick hours accrued
 - 100% of vacation hours accrued