



Preparing for Retirement

Employee Benefits and Wellness Division



Retirement Checklist



- ✓ [Contact applicable retirement system](#)
- ✓ [Notify Maricopa County of retirement](#)
- ✓ [Learn about final payroll information](#)
- ✓ [Learn when 'Active' benefits end](#)
- ✓ [Choose a health insurance option](#)
- ✓ [Request the Health Insurance Premium Benefit](#)
- ✓ [Learn about the PEHP and Smart Savings](#)
- ✓ [Additional Resources](#)



Contact Retirement System

- Retirement eligibility
- Monthly estimated pension and set-up options
- Submitting retirement forms
- Service purchase
- Returning to work after retirement



Contact Retirement System

How soon?

- **Within three years of retirement**, ASRS members can register to attend the Route 3: Destination in Sight group meeting or online webinar to learn about topics such as the ASRS benefits, retirement criteria, annuity options, timelines and more
- **Within six months of retirement**, ASRS and PSPRS members can begin to gather and submit the necessary information for retirement applications
- If electing the retirement system health insurance, complete and submit the Health and Dental Insurance Enrollment Forms **within three months of retiring**

Contact Retirement System

Arizona State Retirement System Resources

- myASRS account – log in to learn about personal benefits
- Retirement Central
- Webinars, videos and e-learning tools
- Remote online counseling and telephonic appointments available

* **ASRS**

Phone: (602) 240-2000

Website: www.azasrs.gov





Contact Retirement System

Public Safety Personnel Retirement System Resources

- Members only website – log in to access personal retirement estimates
- Benefit FAQs
- Information on returning to work
- Retiree Group Insurance Guide

***PSPRS/EORP/CORP**

Phone: (602) 255-5575

Website: www.psprs.com



Notify Maricopa County

Retirement letter to supervisor or manager

- Submit at least two weeks in advance of retirement date
- State name, employee ID number, and last day of work

Be prepared to:

- Return ID badge, bus card, keys, laptop, cell phone
- Complete an exit interview
- Notify the Payroll Department
602-506-3519
- If moving, update address online in the ADP Portal/Personal Information tab



Notify Maricopa County

Employment status changes from “**Active**” to “**Retired**” in the payroll system

The following occurs:

- Maricopa County’s COBRA administrator mails enrollment information to home address in ADP Portal
- Payroll department completes retirement system’s request for final payroll information
- Post Employment Health Plan notice of eligibility sent to Employee Benefits



Final Paycheck

- Issued the same as active employment status paychecks
- Benefit deductions and retirement system contributions are included
- Any earned, unused vacation hours are automatically paid out
 - Option to defer to Smart Savings (contact Nationwide at least 2 months prior)
- Any sick hours under 1,000 are forfeited
 - If eligible, sick hours over 1,000 are converted to a \$10,000 Post Employment Health Plan through Nationwide Retirement Solutions



When Do Benefits End?

Benefits end on the last day of the month that employment ends

Examples:

- Retire on May 20
Active benefits terminate the last day of the month, May 31
- Retire on September 30
Active benefits terminate the last day of the month, September 30



When Do Benefits End?

Flexible Spending Account (FSA)

- FSA coverage ends the same as all benefits - on the last day of the month that employment ends
- Electronic payment card will be turned off when coverage terminates
- File requests for reimbursement within 60 calendar days from benefits termination date
 - Applies to health care expenses incurred between July 1, 2021 through benefits termination date

* **Discovery Benefits, a WEX Company**

Phone: (866) 451-3399

www.wexinc.com



When Do Benefits End?

FSA grace periods and claims run out periods are different for active employees than terminated or retired employees:

Health Care/Limited Scope/ Dependent Care FSA		
	Incur Claims by	Submit Claims for Reimbursement by
Terminated Employees	Benefits Termination Date	60 Days From Benefits Termination Date



When Do Benefits End?

Life Insurance

- Group term life insurance ends on the last day of the month that employment ends
- Port to an individual life insurance policy through Securian Life Insurance Company
 - 45 days benefits termination date to apply and pay
 - To port Dependent Life Insurance must port Basic Life Insurance
 - After the age of 75
 - Option to port not available

***SECURIAN Life Insurance**

Life Insurance Policy: Group #70334

Phone: (866) 365-2374



When Do Benefits End?

MetLife Legal Plan

- Terminates on the last day of the month that employment ends
- Port 12 months of coverage to an individual policy
 - Apply 30 days from last day of employment
 - Prepaid via remittance of a lump sum payment equal to the legal plan's monthly rate times 12 months
 - $\$15.74 \times 12 = \188.88

***MetLife Legal Plan**

Phone: (800) 821-6400

Website: info.legalplans.com

Access Code: 9904671



When Do Benefits End?

Health Savings Account (H.S.A.)

- Portable and converts to private “Free Agent” account
- Pre-tax contributions can no longer be made to the H.S.A.
- Continue to use existing funds in the account to pay for qualified medical expenses
- Monthly administration fees apply



When Do Benefits End?

Health Savings Account (H.S.A.)

After age 65 or Medicare eligibility

If you are 6 months or more beyond your full retirement age, you need to stop contributing to your HSA 6 months before your retirement date in order to avoid IRS penalties

- H.S.A. funds may be withdrawn for non-medical purpose without a penalty
- Withdrawal subject to normal income tax as retirement income
- Consult tax advisor for guidance

***HSA Bank (for Cigna HDHP with H.S.A.)**

Phone: (800) 244-6224

***Optum Bank (for UnitedHealthcare HDHP with H.S.A.)**

Phone: (800) 791-9361

Health Insurance Options

Three Choices in Retirement:

1. Continue current Maricopa County benefits plans through COBRA
2. Enroll in the Arizona State Retirement System plans (Both ASRS & PSPRS Retirees)
3. Private individual health insurance coverage
 - Spouse's coverage
 - Medicare, Medicare Advantage or Medicare Supplement Plan, if age eligible
 - Public marketplace
<http://www.healthcare.gov>
 - Other individual plans
 - UHC or Cigna or other





COBRA

COBRA (Consolidated Omnibus Budget Reconciliation Act) allows temporary continuation of group health insurance coverage after retirement from the County.

The standard duration of coverage is 18 months.

- Enrollment must be within 60 days from the date the COBRA packet is mailed
- First payment must be made within 45 days from the enrollment date
- If enrollment and payment have not been received COBRA rights are forfeited

There are no exceptions to these rules.



COBRA

- Effective the first day of the month following the date of Benefits termination
 - Benefits as an active employee terminate on the last day of the month that employment ends
- Active with the insurance carriers after enrollment has been completed and the first month's COBRA premium has been received
- There will be no gap in benefits

COBRA



Enroll online:

- Make elections online via the COBRA website
- Benefit Enrollment System:
benefits.maricopa.gov
- Access available within 24-48 hours of status update in ADP Portal as “Retired”

Enroll via mail:

- COBRA enrollment packet mailed to home address as listed in the ADP Portal
- Allow 2-3 weeks **after the active benefits termination date** to receive the COBRA packet in the mail
- Election can be mailed with payment to COBRA Administrator – postmarked prior to deadline

COBRA and Medicare

If enrolled in Medicare (either Part A or Part B) prior to retirement

- Retiree and/or eligible dependents may enroll in COBRA

If Medicare-eligibility occurs after retirement while on COBRA

- Discontinue COBRA coverage
- Contact the COBRA administrator within 30 days of the new Medicare coverage start date

In retirement, Medicare coverage is primary, and COBRA coverage is secondary





COBRA

- Allows continuation of elected coverage as enrolled when an active employee
- Plan changes are not allowed until the next COBRA Open Enrollment period
- Choose to elect dental or vision coverage only or any combination along with the medical/prescription/behavior health bundle
- Choose to enroll in coverage for Retiree only, Retiree with eligible dependents, or for eligible dependents only
- May be able to continue your Flexible Spending Account

COBRA

Monthly COBRA Premium

- Employee and employer premium costs plus 2% administration fee
- Must be paid in full to the COBRA Administrator
 - Online ACH payment option
 - Mail-in payment option
- Must be made by the due date or coverage will be terminated

***COBRA Administration**

Phone: (866) 229-8292

<https://benefits.Maricopa.gov>



PY 2021-22 COBRA Combined Rates Medical, Prescription, Behavioral Health



Plan	Tier	Monthly Total Premium
Cigna HMO	Beneficiary	821.08
	Beneficiary + Spouse	1603.15
	Beneficiary + Child(ren)	1315.82
	Beneficiary + Family	2098.67
Cigna HDHP with H.S.A.	Beneficiary	759.69
	Beneficiary + Spouse	1479.81
	Beneficiary + Child(ren)	1199.63
	Beneficiary + Family	1963.02
UnitedHealthcare PPO	Beneficiary	859.72
	Beneficiary + Spouse	1681.55
	Beneficiary + Child(ren)	1379.63
	Beneficiary + Family	2202.32
UnitedHealthcare HDHP with H.S.A.	Beneficiary	759.69
	Beneficiary + Spouse	1479.81
	Beneficiary + Child(ren)	1199.63
	Beneficiary + Family	1963.02

PY 2021-22 COBRA Vision Rates



Plan	Tier	Monthly Total Premium
EyeMed	Beneficiary	6.94
	Beneficiary + Spouse	13.28
	Beneficiary + Child(ren)	13.44
	Beneficiary + Family	20.22

PY 2021-22 COBRA Dental Rates



Plan	Tier	Monthly Total Premium
Cigna Pre-Paid DHMO	Beneficiary	9.45
	Beneficiary + Spouse	15.97
	Beneficiary + Child(ren)	22.11
	Beneficiary + Family	26.03
Cigna Dental PPO	Beneficiary	39.76
	Beneficiary + Spouse	87.54
	Beneficiary + Child(ren)	94.70
	Beneficiary + Family	121.56
Delta Dental PPO	Beneficiary	41.29
	Beneficiary + Spouse	91.00
	Beneficiary + Child(ren)	98.45
	Beneficiary + Family	126.60



Retirement System Health Insurance Options

Arizona State Retirement System (Both ASRS & PSPRS Retirees)

- UnitedHealthcare options available
 - Medicare or Non-Medicare eligible individuals and/or eligible dependents
- ASRS health insurance benefit classes
 - Dates and times on website
<https://www.azasrs.gov>
 - (602) 240-2000



Health Insurance Premium Benefit (Subsidy)

(ASRS & PSPRS Retirees)

A monthly payment from the retirement system to reduce premiums when coverage for health insurance is gained through COBRA or ASRS

Subsidy amount varies based on coverage level

- Individual or family
- Medicare eligibility

Subsidy applies to medical and dental coverage only

***Contact appropriate retirement system for more information regarding the subsidy**

Health Insurance Premium Benefit (Subsidy) for ASRS Retirees



Monthly Retiree Premium Benefit	WITHOUT MEDICARE		WITH MEDICARE Part A & B		COMBINATIONS	
	Retiree Only	Retiree & Dependents	Retiree Only	Retiree & Dependents	Retiree & Dependents, one with Medicare, the other(s) without	Retiree & Dependent, both with Medicare, other Dependents without
YEARS OF SERVICE						
5.0-5.9	\$75	\$130	\$50	\$85	\$107.50	\$107.50
6.0-6.9	\$90	\$156	\$60	\$102	\$129	\$129
7.0-7.9	\$105	\$182	\$70	\$119	\$150.50	\$150.50
8.0-8.9	\$120	\$208	\$80	\$136	\$172	\$172
9.0-9.9	\$135	\$234	\$90	\$153	\$193.50	\$193.50
10.0 and up	\$150	\$260	\$100	\$170	\$215	\$215

Health Insurance Premium Benefit (Subsidy) for PSPRS Retirees



Years of Service	Retiree Only Without Medicare	Retiree & Dependents Without Medicare	Retiree Only with Medicare A & B	Retiree & Dependents with Medicare A & B	Retiree or Dependents one with Medicare, the other(s) without
Elected Officials' Retirement Plan (EORP)					
5.0 - 5.9	\$90.00	\$126.00	\$60.00	\$102.00	\$129.00
6.0 - 6.9	\$112.50	\$195.00	\$75.00	\$127.50	\$161.25
7.0 - 7.9	\$135.00	\$234.00	\$90.00	\$153.00	\$193.50
8.0+	\$150.00	\$260.00	\$100.00	\$170.00	\$215.00
Corrections Officer Retirement Plan (CORP)					
not applicable	\$150.00	\$260.00	\$100.00	\$170.00	\$215.00
Public Safety Personnel Retirement System (PSPRS)					
not applicable	\$150.00	\$260.00	\$100.00	\$170.00	\$215.00



Health Insurance Premium Benefit (Subsidy)

Applying for the Subsidy

If electing ASRS health insurance

- Contact the appropriate (ASRS or PSPRS) retirement system

If electing COBRA health insurance

- Contact the Employee Benefits and Wellness Division
 - verifies COBRA has been elected and paid
 - request sent to the appropriate retirement agency on behalf of the Retiree

*Maricopa County Employee Benefits and Wellness Division

Phone: (602) 506-1010

Email: Benefits@maricopa.gov



Health Insurance Premium Benefit (Subsidy)

COBRA Premium Adjusted for Subsidy

- Allow approximately 90 days from the date of notice to Employee Benefits and Wellness Division
- Plan for 3-4 months of full COBRA premiums
- Subsidy payment retros to start date of COBRA
- COBRA administrator adjusts the COBRA direct billing to reflect the net amount due each month



Returning to Work After Retirement

(ASRS & PSPRS Retirees)

Returning to Work in the Private Sector

- Does not impact retirement pension

Returning to Work in the AZ State public sector

- May impact retirement pension

**Contact appropriate retirement system
for information about
working after retirement**

* If returning to work with Maricopa County, you must work at least 20 hours per week to be benefits-eligible.



Financial Services Support

- Post Employment Health Plan (PEHP)
- Smart Savings (457 (b) plan)

***Nationwide Retirement Solutions (NRS)**

Phone: (800) 598-4457 or (602) 266-2733

Website: www.maricopadc.com

Post Employment Health Plan (PEHP)

Retire with 1,000 hours of unused sick leave

Maricopa County contributes \$10,000 tax free to fund an investment account to be used to pay for qualified medical expenses after retirement

- Administered by Nationwide Retirement Solutions (NRS)
- Internal Revenue Code 501
- Available for use by the Retiree and qualified dependent(s)



Post Employment Health Plan (PEHP)

Who is eligible?

- Must officially retire on or after January 1, 2007 from Maricopa County as verified by the appropriate state retirement system
- Must file the required documentation for retirement with the appropriate state retirement system and must be set up to receive a pension no later than their retirement date from Maricopa County;
- Must have a minimum of 1,000 hours of accrued sick leave at the time of retirement

If Human Resources Payroll cannot verify retirement with the employee's retirement plan before final wages are paid, the option to open a PEHP is forfeited



Post Employment Health Plan (PEHP)

Funds free from Federal, State income and FICA taxes

- The amount contributed to the plan by the employer
- Plus investment earnings of the contributions
- Amounts distributed for the reimbursement of qualified health care expenses

Retiree may choose the investment options

All deposits by Maricopa County are made to the most conservative investment option in the group variable annuity product





How to Obtain the PEHP

Employee Benefits and Wellness Division

- Confirms the Retiree acceptance of PEHP set up
- Obtains funding for the PEHP from the Retiree's department
- Requests the payment of \$10,000 to be sent to NRS for deposit
- Provides NRS with the Retiree's information to set up the account
- Mails the PEHP packet to Retiree's home address

Retiree

- Must confirm in writing acceptance of PEHP
- Contacts NRS to select investment options
- Submit claims for reimbursement to NRS

Post Employment Health Plan (PEHP)



- No time limit to use the funds
- 0.50% annualized asset fee
- Participation terminates when the account balance is depleted
- Additional contributions cannot be made
- Funds available for the use by a surviving spouse and/or qualified dependents for qualified health care expense
- If no spouse or qualified dependents on record or the administrator is unable to locate the Retiree within 36 months after attempting to do so, account balance will be forfeited



PEHP Eligible Expenses

Qualified health care expenses as defined by IRS Publication 502 incurred after retirement from Maricopa County

Examples of include:

- Medical co-pays, deductibles and co-insurance
- Insurance premiums for coverage of medical and health care such as COBRA, Medicare Part B, Medicare supplemental insurance, and qualified long-term care
- Dental care
- Eye care
- Hearing care
- Prescription drugs
- Any other medical care item as approved by the Administrator and is consistent with the definition of “medical expenses’ within the meaning of the IRS Publication 502



Smart Savings

formerly Deferred Compensation (457b)

Contact Nationwide Retirement Specialist for:

- Age 50+ catch-up
- Special 457 catch-up
- Deferring vacation payout on final paycheck
- Rolling over other assets to your Smart Savings account
- Withdrawing money after retirement
- Type of payment options available



Jennifer Foglia **(480) 433-8789**
Licensed Retirement Specialist

Tracy Childers **(602) 799-7879**
Licensed Retirement Specialist

***Nationwide Retirement Solutions (NRS)**
Phone: (800) 598-4457 or (602) 266-2733
Website: www.maricopadc.com

Additional Resources

Social Security



- If age eligible, learn about:
 - Qualify for retirement
 - Online retirement benefit estimation and application
 - Impact on Medicare
 - Returning to work while receiving SSA benefit
- Visit personalized account
www.socialsecurity.gov/myaccount



Additional Resources

Social Security

- Social Security Administration information sessions
- Contact Social Security several months in advance of benefit target date

***Social Security Administration**

Phone: (800) 772-1213

Website: www.ssa.gov



Additional Resources

Medicare

If age eligible, learn about:

- Enrolling in Medicare
- What services Medicare covers
- The cost of Medicare
- Part D drug coverage
- Advantage plans and supplemental insurance
- How to compare plans
- How Medicare works with other insurance
- [Special enrollment periods](#)
- [Form to provide employment information](#)

*Medicare

Phone: (800) Medicare (1-800-633-4227)

Website: www.medicare.gov



Additional Resources

Local resources provide objective information about Medicare and other health insurance benefits for seniors

- State Health Insurance Program (SHIP) counselors
- Free health benefits counseling services

❑ **Area Agency on Aging**

Phone: (602) 264-2255

Website: <https://aaaphx.org>

❑ **Arizona Department of Economic Security (DES) – Division of Aging and Adult Services (DAAS)**

Phone: (602) 542-4446

Website: <https://des.az.gov/services/older-adults/medicare-assistance>



Contact Information

**Cigna Dental –
Group #2465354**

Cigna Dental (PPO)
(888) 336-8258

Cigna Pre-Paid Dental (DHMO)
(800) 244-6224
www.cigna.com

EyeMed – Group #1004141

(866) 724-0782
www.eyemed.com

Magellan Health Services

(888) 213-5125
www.magellanhealth.com

**Cigna HDHP
Prescription Plan –
Group #3205496**

(800) 244-6224
<https://my.cigna.com>

**OptumRx Co-Insurance
Prescription Plan –
Group #512229**

(866) 312-1597
www.optumrx.com

**Cigna Medical –
HDHP & HMO Medical
Group #3205496**

(800) 244-6224
<https://my.cigna.com>

**OptumRx HDHP Prescription
Plan – Group #901632**

(888) 876-7098
www.myuhc.com

**Delta Dental –
Group #14500**

(602) 938-3131
(800) 352-6132
www.deltadentalaz.com

**UnitedHealthcare –
HDHP & PPO Medical
Group #901632**

(888) 876-7098
www.myuhc.com

Contact Information

Maricopa County Employee Benefits and Wellness Division

301 W. Jefferson Street, 8th Floor
Phoenix, Arizona 85003

Phone: (602) 506-1010

Fax: (602) 506-2354

Website: www.maricopa.gov/Benefits

Email: Benefits@maricopa.gov

Important:

The information and benefits described herein are intended as a general overview. If there is a discrepancy between the information in this presentation and official plan documents, the official plan documents will govern.

