

## Employer Training Schedule

The Retirement Systems Division is offering a series of Employer Training for Human Resource Personnel, employees assisting in retirement related matters, and employees responsible for ORBIT Payroll Reporting. Attend the entire series to gain the knowledge you need to assist your employees and understand employer roles and responsibilities of reporting. You can also register for a single topic if you:

- are looking to learn about legislative changes;
- new processes or information; or
- if you need a refresher course.

Employers should sign up to attend Employer Training by registering through the Events tab on our website: [www.myNCRetirement.com](http://www.myNCRetirement.com). If enrolled in training, please attend, or email [employertraining@nctreasurer.com](mailto:employertraining@nctreasurer.com) to let the Retirement Systems know you need to cancel.

**ALL ER Training is from 9am – 11:30am the second Wednesday of the month.**

### **TSERS General Information – TSERS Series Part 1**

August 11, 2021

TSERS Employer Training is for Human Resource Personnel and employees responsible for ORBIT Payroll Reporting. You may attend in person, or via webinar. Topics include: Distribution of Publications and Forms; TSERS Membership Requirements; Enrolling a New Member, Monthly Reporting; Changing a Member's Social Security Number, Birthdate, or Beneficiary; Reporting a Member's Death; Refund of Contributions; Transferring Service and Contributions Between Systems; Retirement Benefit Eligibility Requirements; Retiree Health Coverage Eligibility Requirements; Retirement Formula and How Benefits are Calculated; Retirement Benefit Payment Options; Retirement Application Process NC 401(k) and NC 457 Transfer Benefit; Re-employment after Retirement; NC 401(k) Plan and NC 457 Plan

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This event will be simulcast Live online, click here to register for the simulcast: <https://attendee.gotowebinar.com/register/3967759649150572303>

### **LGERS General Information – LGERS Series Part 1**

September 8, 2021

LGERS Employer Training is for Human Resource Personnel and employees responsible for ORBIT Payroll Reporting. You may attend in person, or via webinar. Topics include: Distribution of Publications and Forms; LGERS Membership Requirements; Enrolling a New Member, Monthly Reporting; Changing a Member's Social Security Number, Birthdate, or Beneficiary; Reporting a Member's Death; Refund of Contributions; Transferring Service and Contributions Between Systems; Retirement Benefit Eligibility Requirements; Retirement Formula and How Benefits are Calculated; Retirement Benefit Payment Options; Retirement Application Process NC 401(k) and NC 457 Transfer Benefit; Re-employment after Retirement; NC 401(k) Plan and NC 457 Plan

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## **ORBIT Employer Payroll Reporting for Beacon and LGERS employers – TSERS Series Part 2; LGERS Series Part 2**

October 13, 2021

This comprehensive seminar provides North Carolina government employers with information about ORBIT. Some of the topics to be covered include: What is ORBIT? Employer responsibilities: Enrolling new members into the Retirement System; Employee Self Service; how to download new member IDs. Submitting Employee and Employer contributions via (CSI); how to avoid a late fee; Reporting retirees who return to work as State Retirees Subject to Restrictions (STRS) or Local Retirees Subject to Restrictions (LOCRS); ORBIT Employer File Format; ORBIT Member ID File Format. IRS Tax Withholding – New W4 and W4P

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This event will be simulcast Live online, click here to register for the simulcast: <https://attendee.gotowebinar.com/register/3303065287741438223>

## **TSERS Short Term / Extended Short-Term Disability – TSERS Series Part 3**

November 10, 2021

The Disability Income Plan of North Carolina (DIPNC) provides monthly replacement income to your employees in the form of short-term, extended short-term, and long-term disability benefits if your employees become disabled while they are a permanent employee under the Teachers' and State Employees' Retirement System (TSERS) or a participant of the Optional Retirement Program (ORP) and they meet certain eligibility requirements that are described in this meeting. Topics to be covered include: Overview of the Plan; What is a Disability? Benefits Available under DIPNC; 60-Day Waiting Period; Short-Term Disability Benefits Overview; Preliminary Long-Term Disability Determination; Long-Term Disability Benefits; How to Apply for DIPNC Benefits; Long-Term Disability Benefit Offsets

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## **TSERS & LGERS Law Enforcement/Emergency Personnel – TSERS Series Part 4; LGERS Series Part 3**

December 8, 2021

This comprehensive seminar provides North Carolina government employers with information about Law Enforcement/Emergency Personnel retirement eligibility and benefits. Some of the topics to be covered include: Law Enforcement/Emergency Personnel retirement eligibility; Legislative changes affecting Emergency Personnel (Not FRSWPF); Using Sick Leave at Retirement; LEO Transfer Benefit; Separate Insurance Benefits Plan for State and Local LEOs; Reemployment under the Special Separation Allowance

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## **TSERS DIPNC (Long-Term Disability) - TSERS Series Part 5**

January 12, 2022

This class is a continuation of TSERS Short Term - Topics to be covered include: Overview of the Plan; What is a Disability? Benefits Available under DIPNC; 60-Day Waiting Period; Short-Term Disability Benefits Overview; Preliminary Long-Term Disability Determination; Long-Term Disability Benefits; How to Apply for DIPNC Benefits; Long-Term Disability Benefit Offsets

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This event will be simulcast Live online, click here to register for the simulcast: <https://attendee.gotowebinar.com/register/999881997155423247>

## **TSERS State Health Plan (SHP) - TSERS Series Part 6**

February 9, 2022

Learn how the State Health Plan is improving the health and health care of North Carolina teachers, state employees, retirees, and their dependents, in a financially sustainable manner. North Carolina takes care of state employees and state retirees by offering medical healthcare plans. The State Health Plan offers benefits such as two PPO options, prescription drug coverage, the NC HealthSmart Wellness Program, and incentives that encourage healthy habits

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## **Schedule repeats**

## **TSERS General Information – TSERS Series Part 1**

March 9, 2022

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## **LGERS General Information – LGERS Series Part 1**

April 13, 2022

LGERS Employer Training is for Human Resource Personnel and employees responsible for ORBIT Payroll Reporting. You may attend in person, or via webinar. Topics include: Distribution of Publications and Forms; LGERS Membership Requirements; Enrolling a New Member, Monthly Reporting; Changing a Member's Social Security Number, Birthdate, or Beneficiary; Reporting a Member's Death; Refund of Contributions; Transferring Service and Contributions Between Systems; Retirement Benefit Eligibility Requirements; Retirement Formula and How Benefits are Calculated; Retirement Benefit Payment Options; Retirement Application Process NC 401(k) and NC 457 Transfer Benefit; Re-employment after Retirement; NC 401(k) Plan and NC 457 Plan

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## **ORBIT Employer Payroll Reporting for Beacon and LGERS employers – TSERS Series Part 2; LGERS Series Part 2 May 11, 2022**

This comprehensive seminar provides North Carolina government employers with information about ORBIT. Some of the topics to be covered include: What is ORBIT? Employer responsibilities: Enrolling new members into the Retirement System; Employee Self Service; how to download new member IDs. Submitting Employee and Employer contributions via (CSI); how to avoid a late fee; Reporting retirees who return to work as State Retirees Subject to Restrictions (STRS) or Local Retirees Subject to Restrictions (LOCRS); ORBIT Employer File Format; ORBIT Member ID File Format.

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## **TSERS Short Term / Extended Short-Term Disability – TSERS Series Part 3**

June 8, 2022

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**TSERS & LGERS Law Enforcement/Emergency Personnel – TSERS Series Part 4; LGERS Series Part 3** July 13, 2022

This comprehensive seminar provides North Carolina government employers with information about Law Enforcement/Emergency Personnel retirement eligibility and benefits. Some of the topics to be covered include: Law Enforcement/Emergency Personnel retirement eligibility; Legislative changes affecting Emergency Personnel (Not FRSWPF); Using Sick Leave at Retirement; LEO Transfer Benefit; Separate Insurance Benefits Plan for State and Local LEOs; Reemployment under the Special Separation Allowance

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**TSERS State Health Plan (SHP) - TSERS Series Part 6**

September 7, 2022

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