

HOW TO RETURN TO WORK

AFTER RETIRING

Being a retired member with LACERA has a lot of benefits. But maybe you feel it's time to get back to work and return to active membership. LACERA offers a straightforward path to returning to work. *Let's get started!*

IMPORTANT

LACERA's Benefits Division must receive and validate all five required documents before submitting your request for the next scheduled Board of Retirement (BOR) meeting. The BOR will then act on the request. If you want to return to work on a permanent basis with the County, your request for reemployment will need to be approved by the Board of Supervisors and Board of Retirement, and you will need to return to active LACERA membership to obtain service credit.

Please note that you are required by law to obtain approval from both the Board of Supervisors and the Board of Retirement unless you are a Superior Court employee, in which case you must obtain approval from both the Board of Retirement and the Superior Court Human Resources Department.

START THE PROCESS

01

NOTIFY LACERA OF YOUR INTENT TO RETURN TO WORK:



Contact LACERA by sending a secure message through your MyLACERA account or email us at welcomelacera.com and ask to begin the Return to Work Process. You may also contact us at 800-784-6464 Monday through Friday from 7am – 5:30pm PST, except Holidays.



After notifying LACERA, please contact your HR department for further assistance.



02

BEFORE YOU RETURN TO WORK PERMANENTLY, YOU MUST PROVIDE LACERA WITH THE FOLLOWING FIVE DOCUMENTS:

1

A letter from your department to LACERA requesting your return to work and the position to which you will return.

2

A copy of the job description for the position to which you were hired.

3

Proof of your approval by the Board of Supervisors (BOS) for reemployment, provided by the County CEO. This does not apply to Superior Court employees; who must obtain approval from both the Board of Retirement (BOR), and the Superior Court Human Resources Department. There are two options for receiving this approval. Once the County CEO sends the request for reemployment to the Board of Supervisors:

If there are no issues of concern and the Board of Supervisors (BOS) does not agendize the request within 10 days, under BOS Policy 9.150 the CEO can send a letter to LACERA confirming there is indirect approval of the request.

If agendized, the CEO can send a copy of the stamped BOS resolution approving reemployment.

4

Your letter to LACERA requesting suspension of your retirement benefit and a return to active membership.

5

A Medical Evaluation Report confirming you are not incapacitated to work in the return position.

03

NOTIFICATION OF DECISION BY THE BOARD OF RETIREMENT:



If **approved**, LACERA will work with your department to determine your return to work date, calculate your last pro-rated benefit amount, suspend your retirement account, and set up a new retirement account once your department sends your new sworn statement.



If **not approved** to return to work, LACERA will notify you and your department.

04

RETIRE AFTER YOUR PERMANENT RETURN TO WORK:



You submit your signed request to retire for the second time.



When you retire again, LACERA will combine both retirement benefits after calculating them separately. Your first retirement benefit will factor in any changes due to cost of living adjustments (COLA).



RETIRE

