



RETIREMENT BOARD POLICY AND REFERENCE MANUAL

SUBJECT: ESTABLISHING EFFECTIVE DATES FOR DISABILITY RETIREMENTS	Section: 2-26 Date Adopted/Revised: 03/11/2009
SYSTEM(S): JOINT	Approved:  Retirement Administrator

PURPOSE

The purpose of this policy is to establish effective dates for disability retirement in situations where the applicant files for disability retirement while on City payroll, files for service and disability retirement concurrently, and files for disability retirement after having separated City service.

POLICY

An application for disability retirement is considered to have been filed if the individual has submitted a disability retirement application, a medical release, and associated medical evidence in support of the applicant's disability.

1. For purposes of establishing the effective date of a disability retirement application where the applicant is still on City payroll, including applicants on leave without pay:

Policy: The effective date of the disability retirement will be the earlier of (1) the day after the employee's last day of pay on City payroll or (2) the day after the Board grants the disability application.

2. For purposes of establishing the effective date of a disability retirement where the applicant has filed an application for service retirement and disability retirement concurrently:

Policy: The effective date of the disability retirement will be the date of retirement for service, and any change in benefit amount between a service retirement and a disability retirement will be adjusted retroactively to the date of retirement for service.

3. For purposes of establishing the effective date of a disability retirement where the applicant previously separated City employment for any reason (including applicants terminated by the City, in a deferred vested status or receiving a service retirement benefit):

Policy: The effective date of the disability retirement will be the day after the Board grants the disability retirement application. In the case of an employee who has retired for service, any change in benefit amount between a service retirement and a disability retirement will be prospectively modified as of the disability effective date.

Special consideration for late filing of a disability application:

Special consideration will be given by the Board in situations where circumstances of the disability are a factor in the late filing of a disability application. Among the factors which the Board will consider are the applicant's disabling condition and the impact of that condition on the applicant's ability to file timely. The burden of providing information regarding this situation rests with the applicant.

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1. Adopted 02/10/2006
 2. Annual Review, administrative changes, revised 3/11/2009