



MUNICIPAL EMPLOYEES'  
RETIREMENT SYSTEM  
OF LOUISIANA

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**MEMORANDUM**

TO: ALL EMPLOYERS

FROM: SUSITA SUIRE, RETIREMENT BENEFITS ADMINISTRATOR

RE: WORKER'S COMPENSATION BOARD POLICY

DATE: JULY 6, 2018

The Board of Trustees adopted the following worker's compensation policy effective June 21, 2018:

If a member is absent due to a worker's compensation claim, no contributions are to be withheld from worker's compensation payments or leave/wages paid until the member returns to full-time employment.

The member will have a break in service for the entire duration worker's compensation is being received.

The employer shall be responsible for notifying the Municipal Employees' Retirement System of Louisiana the effective date worker's compensation begins and the effective date of the member's return to full-time employment.

This policy is effective as of **June 21, 2018**, except for current members receiving worker's compensation. Employee and employer contributions being reported to the retirement system for current members receiving worker's compensation shall be discontinued effective **August 1, 2018**. **All employers submitting contribution reports on employees currently on worker's compensation shall submit dates contributions were withheld through August 1, 2018** to this office for updating of their service credit with breaks in service. If you have been reporting these dates monthly, only submit dates from your last date reported through August 1, 2018.

Upon return to full-time employment, an 'Active Status Change' form must be submitted to this office with the member's return date.

If anyone has any questions or concerns regarding this matter, please call our office immediately at 225-925-4810 or 800-820-1137 to speak to a Retirement Benefits Analyst.