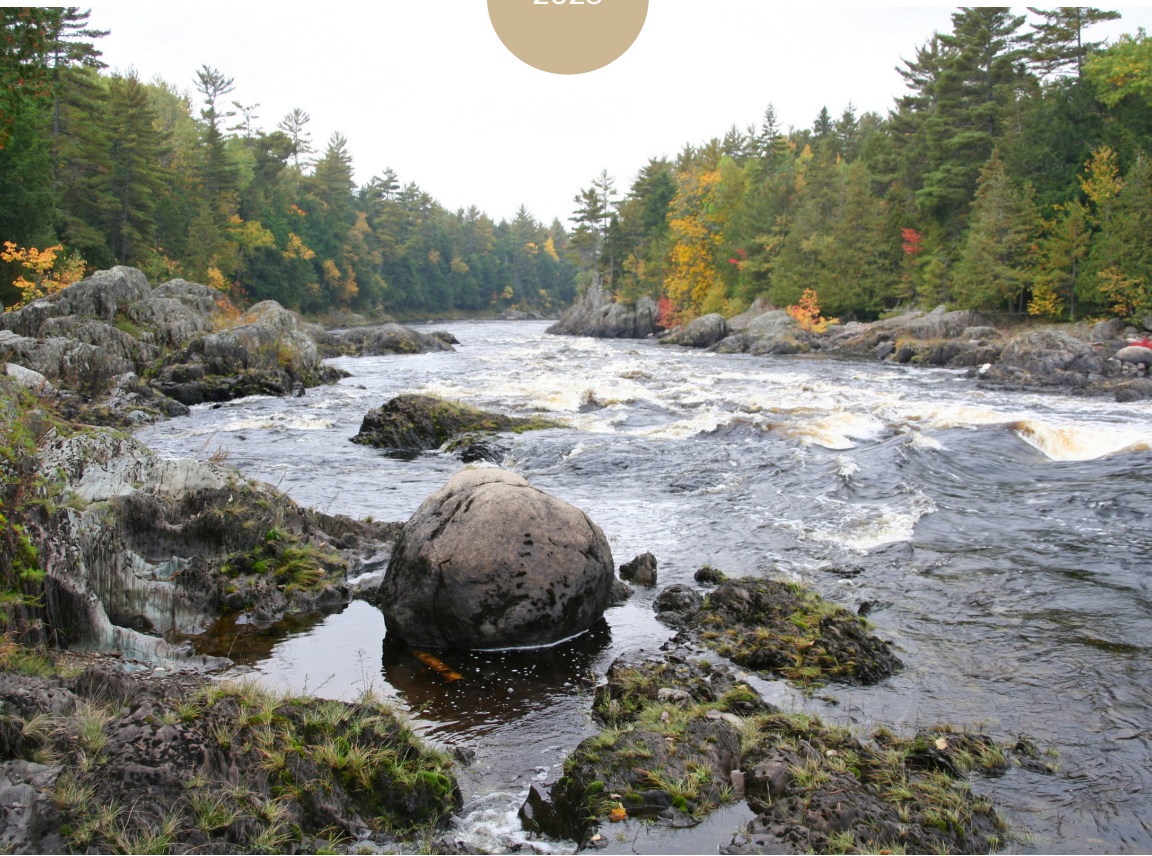


# DISABILITY

## Review for Continuing Eligibility

2023



**MainePERS**  
PUBLIC EMPLOYEES RETIREMENT SYSTEM



## Review for Continuing Eligibility for Disability Benefits

As a disability benefit recipient, you are scheduled for a review to determine your continuing eligibility for these benefits.

Unlike your initial application for disability, the review looks at not only your former employment position but also any type of employment that allows you to engage in Substantially Gainful Activity (**SGA**). This means any type of work for which you are



qualified by training, education, or experience, and for which you could earn an amount equal to your **SGA**. Your **SGA** standard is based upon either 80% of your average final compensation (the average of your three highest years of compensation) or \$20,000, adjusted by any cost-of-living allowance, whichever is greater.

As part of the review process, employment earnings reported on your Annual Statement of Compensation will be reviewed. If you have earned amounts equal

to or greater than 80% of your average final compensation plus any applicable cost-of-living increases (your SGA standard), your benefit may be discontinued.

This package contains everything you need to begin the process. Keep in mind that a review does not mean that your benefit will stop; your benefit continues - in most cases - during the review, as long as you respond timely to all requests for information.

## Checklist

---

**Before you return your Report of Continuing Disability, please review these important steps:**

- ☐ **Read the information in this packet and contact us if you have any questions about the benefit information or completing these forms.**  
We are available to assist you by phone or in person with completing these forms. To submit these forms through DocuSign with an electronic signature, please contact the Disability Unit at 512-3170.
- ☐ **Form 1 - Report of Continuing Disability (ROC)**  
Complete and sign the ROC form and return to MainePERS within 30 days.
- ☐ **Form 2 – Consent Form Authorizing Release of Information**  
Sign and return to MainePERS with ROC. This release allows us to get medical records from your providers.
- ☐ **Form 4 (Optional) – Consent Form Designating Authorized Representative**  
Complete and return to MainePERS if you would like to give us permission to communicate with someone whom you designate regarding your review information.

**Provide the following two forms to your treating health care provider:**

- ☐ **Form 3 - Medical Certification Form**  
Please request that your health care provider complete and return to MainePERS.
- ☐ **Include a separate Consent Form Authorizing Release of Information (Form 2)**  
Sign and include with the Medical Certification form, allowing the health care provider to provide MainePERS with this information.

## Q & A

---

### **Q: When do I return the Report of Continuing Disability?**

This form needs to be returned to MainePERS, along with the signed Consent Form Authorizing Release of Information, within 30 days of receipt. You do not need to wait until your health care provider has completed the Medical Certification Form. Return the forms via US mail or contact the Disability Unit at 512-3170 for assistance with filing the forms through DocuSign with an electronic signature.

### **Q: Why does my treating provider need to complete the Medical Certification Form?**

In order to continue to receive disability benefits, the medical condition(s) upon which your benefit is based must continue to exist. The incapacity related to the condition(s) must result in functional limitations that make you unable to perform **SGA**.

### **Q. What happens next?**

A Disability Specialist receives your [Report of Continuing Disability](#), and reviews the information from you and your health care providers. If additional information is needed from your health care providers, the Specialist will request that information. The Specialist reviews the condition(s) for which you were granted disability benefits to determine if the condition(s) continue to exist, what functional limitations result from the condition(s) and whether you are able to engage in **SGA**. The Specialist will notify you in writing of the decision and - in the event of discontinuance - the Specialist will contact you to explain the basis for that determination and your options for appealing the decision.

*(Continued on the next page)*

## Q & A *(Continued)*

---

**Q. What happens if I receive Workers' Compensation and/or Social Security Disability benefits? What happens if my benefit from either of these changes or I receive a settlement?**

Keeping MainePERS informed about any benefits received or changes made to benefits under either of these programs is important and may prevent overpayment of MainePERS benefits that would later have to be repaid.

**Q. What if I want to change to Service Retirement?**

While you are receiving a Disability Benefit from MainePERS, you continue to accrue service credit towards a future service retirement. If you are of normal retirement age (60, 62 or 65 depending on the plan you are covered under) or have accrued 25 years or more of service you may be eligible to change to Service Retirement. MainePERS has staff available to assist you in determining your eligibility. Note: If you are covered under a special plan, retirement age and number of years may be different.

---

## Contact Us



We welcome your feedback and are available to answer your questions.

### **DISABILITY UNIT**

Direct Line: (207) 512-3170; toll-free 1-800-451-9800

Email: [Disability@mainepers.org](mailto:Disability@mainepers.org)

### **RETIREMENT SERVICES UNIT**

Direct Line: (207) 512-3100; toll-free 1-800-451-9800

Email: [Retirement.Services@mainepers.org](mailto:Retirement.Services@mainepers.org)

**Address:** P.O. Box 349, Augusta, ME 04332-0349

**Return your completed form(s) and any  
accompanying material to MainePERS.**



# MainePERS

PUBLIC EMPLOYEES RETIREMENT SYSTEM

## Disability Contacts



### Reach us by phone or fax

Direct Line to Disability Unit: 207-512-3170

Main Line: 207-512-3100

Toll-free: 800-451-9800

Fax: 207-512-3285

Maine Relay: 711



### On the web

[mainepers.org](http://mainepers.org)

Email: [Disability@mainepers.org](mailto:Disability@mainepers.org)



### Mailing Address

PO Box 349, Augusta, Maine 04332-0349



### Office Hours

Monday through Friday from 8am to 4pm  
with the exception of recognized holidays