

DISABILITY RETIREMENT APPLICATIONS

SUMMARY OF PROCESS

- 1. APPLICATION FOR SERVICE-CONNECTED DISABILITY RETIREMENT, OR NON-SERVICE-CONNECTED DISABILITY RETIREMENT. THE OFFICE OF RETIREMENT SERVICES (“ORS”) SENDS ACKNOWLEDGMENT OF APPLICATION TO APPLICANT AND REQUEST TO APPLICANT’S DEPT. FOR APPLICANT’S CURRENT WORK STATUS.**
- 2. THE OFFICE OF RETIREMENT SERVICES (“ORS”) REVIEWS MEDICAL RECORDS AND COMPLETES FILE**
- 3. INDEPENDENT MEDICAL EVALUATION (“IME”) * APPOINTMENT & REPORT**
- 4. BOARD MEDICAL ADVISOR (“BMA”) ** REVIEW, REPORT & WORK RESTRICTIONS**
- 5. MEMO BY OFFICE OF EMPLOYEE RELATIONS (OER) RETURN-TO-WORK COORDINATOR REGARDING ACCOMMODATION OF BOARD MEDICAL ADVISOR’S RESTRICTIONS**
- 6. DISABILITY COMMITTEE MEETING HEARING** (Comprised of CEO and Benefits Division Manager)
- 7. RETIREMENT BOARD MEETING CONSENT CALENDAR FOR APPROVAL OR FULL HEARING TO DISCUSS**

* IME is an Independent Medical Evaluation used when a medical doctor, psychologist, or other licensed healthcare professional conducts an examination of an individual and a review of their medical history to help answer specific questions related to the qualifying criteria for the disability retirement application.

** The Board Medical Advisor (BMA) is Dr. Susan Tierman. Dr. Tierman is an independent physician who is contracted with the Board of Administration for the Federated City Employees’ Retirement System to review the disability retirement files and produce reports which include the file history, work restrictions, and medical conclusions on incapacity/disability and work causation.