

PERS STATUS CHECK WORKSHEET

PERS Customer Service 1-888-320-7377 (8:30 a.m. - 12:00 p.m.)

Supply This Information to PERS Customer Service Representative

PERS EMPLOYER NUMBER:	<input style="width: 90%;" type="text"/>
EMPLOYEE NAME:	<input style="width: 95%;" type="text"/>
EMPLOYEE SSN:	<input style="width: 80%;" type="text"/>

Following are questions to ask PERS. (If the PERS staff employee says you have access to do status checks on EDX, please tell them the following: Our PERS reporting is done by the DAS Centralized Team. We currently do not have have access to EDX.)

	YES	NO
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PERS TIER 1 OR 2 (no waiting time to serve)		
OPSRP (may need to serve waiting time)		

Wage Job Class Code

(Refer to Wage Job Class Code List at on our web site to determine the appropriate code.)

	YES	NO
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ELIGIBLE FOR CONTRIBUTIONS UPON HIRE		
or		
WAITING TIME		
PW = Partial Withdrawal		
X = Regular Wait		

**RETIRED--Ask the following:	DATE	HOURS
RETIREMENT DATE	<input style="width: 90%;" type="text"/>	
ELIGIBLE TO WORK LIMITED OR UNLIMITED HOURS. You will receive a response of unlimited or 1039/599 Hrs		<input style="width: 90%;" type="text"/>

****If retired, please fax to the DAS Centralized PERS Team at (503) 378-4596.**

(Provide to Payroll for appropriate deduction, this form can be attached to the personnel action forwarded to Payroll.)