Leicestershire County Council PENSION FUND

Leicestershire County Council

Former member contacts you

Do they hold a preserved benefit?

NO → No benefit payable

YES → Establish date of leaving pension scheme

Left **BEFORE** 1.4.98 → Complete personal details and employment details of Certificate **C** and send to Approved medical adviser (IRMP)

Left **BETWEEN** 1.4.98 and 31.3.08 → Complete personal details and employment details of Certificate **D** and send to Approved medical adviser (IRMP)

Left **BETWEEN** 1.4.08 and 31.3.14 → Complete personal details and employment details of Certificate **E** and send to Approved medical adviser (IRMP)

Left **AFTER** 1.4.14 → Complete personal details and employment details of Certificate **F** and send to Approved medical adviser (IRMP)

Completed certificate returned back from Medical Adviser

Has Ill Health retirement been recommended?

YES → Write to member notifying them of decision and notify pension Section by using letter **I-HNOTN** (text found in this pack) enclosing copy of certificate

NO → Write to member notifying them of the decision

Ensure either letters to member referred to above contains the paragraph regarding their **right of appeal** (text found in this pack).

N0949
MARCH 2015