RETIRE AND COME BACK SCHEME

This scheme allows you to request to retire from work to access your pension and request to come back to work.

As of 5th October 2012 there is no legal retirement age unless you work in an industry that stipulates you cannot work beyond a certain age and this has to be justified by the employer.

When you ‘retire’ from work you are in fact resigning.

Accessing your pension and retiring / resigning from work are separate processes.

These guidelines outline what you and your line manager need to do and what affect that has on your terms and conditions of employment.

What this means for your terms and conditions of employment

- You are resigning from your job and requesting that you return to work in some capacity whilst you also have access to your pension.
- Requests to return to work will be considered in line with, and judged on, the basis of the business needs.
- If the request is agreed, there must be at least a 2 week break in employment which includes the minimum 24 hour break in pensionable employment to satisfy the requirements of the NHS Pension scheme.
- Members of the 1995 section must work 16 hours or less per week for one calendar month after retirement, to avoid their pension being suspended. This restriction does not apply to members of the 2008/2015 section.
- Employees who are in receipt of any earnings related protection will lose that protection on their return to work following the break in service.
- Employees who are in receipt of any Clinical Excellence Awards will not be entitled to these on their return to work following the break in service.
- Employees who ‘Retire and Come Back’ will not be able to re-join the NHS Pension Scheme, however they may eligible to join our alternative pension scheme.
- On restarting your job if your role does become subject to redundancy then only your service since restarting your job will be counted towards any redundancy payment, subject to the statutory minimum two years service.
The process..

1. You need to meet with your line manager to discuss and agree / or not if your request can be facilitated, (if it cannot status quo may remain).

2. You need to explore and understand the policy/guidance found on oneHR, what it means for you and whether or not it is financially suitable for you. You can contact Payroll/Pensions to discuss the detail.

3. You need to submit your letter of resignation with your contractual notice period to your manager.

4. This should be submitted outlining your desire to return to the work place and on what basis and for how long whilst having access to your pension – you may wish to only return for 12 months for example.

5. Remember that accessing your pension usually needs 4 months notice.

1. If your return to work is agreed..

a. Your line manager will complete a termination form to end your original employment this will automatically inform Payroll/Pensions and you will receive your P45.

b. You will receive confirmation of your resignation and leaving date from your manager.

c. The letter will also confirm your new start date (with at least a 2 week break) and your line manager will arrange for a new starter form to be completed and sent to Payroll/Pensions.

d. You will receive a new contract which reflects the agreed terms, for example this could be exactly the same terms as before or a new contract based on the terms agreed with your manager for example reduced hour.