Subject: PERS: November 2012 Employer monthly update.

Dear PERS employer:

In this update:

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1) STOP! Don't waste your time!

A position you consider non-qualifying may become qualifying in a calendar year, usually through member concurrent employment totaling 600 or more hours. In past years, if a non-qualifying position became qualifying due to 600 or more hours concurrent employment, you had to "back out" all wage code 02 records posted for the year in question, change the wage code to 01, add contributions, and re-process the records. Although EDX Release 6.0 caused suspension of many records and reports, it also provided a work-saving feature. **If you have a position which changes qualifying status during a calendar year, STOP! Don't waste your time backing out and re-submitting previously posted records.**

When PERS staff adjusts a member's record with regard to position status, the system will AUTOMATICALLY back out posted records, change the wage code, calculate contributions and if required, either invoice or credit contributions depending on the new position status.

Please contact your ESC Account representative if you have questions about this EDX feature or PERS correction of member accounts affected by EDX Release 6.0.

2) MACR 'tip' for November

The 2012 MACR process is underway. We ask that employers concentrate on correcting and posting suspended records and reports for calendar year 2012. The Year-to-Date Wage and Contribution Summary screen and the Eligibility Reports are good tools to answer questions about wages, hours and contributions reported and posted in 2012. Contact your ESC Account representative if you have questions about resolution of suspended records and reports that can't be answered by these tools.

3) Who receives e-mails generated by EDX?

EDX automatically generates e-mail notifications for these activities:

-ACH payment debit from an employer account.

-Items entered on employer Work List pages.
-Generation and availability of employer online statements.
-Receipt and completion of a Demographic Correction Request (DCR).
-Processing of records in un-posted Wage and Contribution reports.

Only one employer contact receives EDX-generated e-mails. The primary recipient is the person listed on the employer's EDX "contacts" page as the ERP1 position holder. If the employer has no ERP1 position listed on their EDX "contacts" page, the person listed as Web Administrator becomes the contact. No other positions receive EDX-generated e-mails, so keeping your EDX "contacts" page up to date becomes important to guarantee your organization receives EDX e-mails.

4) 2013 Employer EDX training dates now available.

Employer EDX training dates for January-June 2013 are now available for registration. To review those dates and register for employer EDX training, begin at the PERS employer webpage: www.oregon.gov/pers/emp/pages/index.aspx. Here you will find a heading labeled "Employer Training & Education". Click on the "EDX Class Schedule and Registration" link, and this will allow you to choose a date and complete the registration.

Contact pers-employer.info.services@state.or.us if you have questions about employer EDX training or wish to cancel a training registration. Registration is entirely online. Your ESC Account Team representatives will not be able to assist you with registration or cancellation.

5) Employer Announcement 75: Determination of "student employees".

Employer Announcement 75: Determination of "student employees" was posted on October 31, 2012. The announcement outlines the statute requirements to designate a position or an employment as a "student employee" position, exempt from PERS membership and reporting. The impact of "dual enrollment" agreements between Oregon University System and Community College campuses on the designation of "student employee" status is clarified in the announcement.

Please direct any questions on this subject to your ESC Account Team representative.

6) Reminder: Fall 2012 Employer Outreach presentation dates.

The Fall 2012 Employer Outreach series addresses the most common error messages for suspended EDX records, their causes and suggested fixes.

Capacity is available in each of the four remaining Fall 2012 Employer Outreach presentations. The four dates are November 6, 8, 13 and 15. The Fall 2012 Employer Outreach series is offered exclusively through the Internet using iLinc, the PERS distance presentation platform.

You may choose a presentation date and complete registration by clicking on this link:

http://www.oregon.gov/pers/EMP/pages/section/er_presentations/index.aspx or by accessing the PERS employer web page, www.oregon.gov/pers/emp/pages/index.aspx then clicking the "Outreach Presentation Schedule & Registration" link under the "Employer Training & Education" heading.

Please join us for one of the remaining Fall 2012 Employer Outreach presentations.

Best regards,