



School Department Retirement Info

Social Security

Contact Social Security three months prior to retirement. You may create an account prior at <https://www.ssa.gov/> to see what your monthly benefit may be at the time of retirement.

If you claim benefits before your full retirement age (67), your benefits are reduced a fraction of a percent for each month before your [full retirement age](#).

- 62 Early Retirement
- 67 Full Retirement Age per Social Security

If you continue to work and do not claim your benefits until after full retirement age, your benefits will increase for each month you do not claim them until you reach age 70. There is no incentive to delay claiming after age 70. Continuing to work may also increase your benefits because each year we automatically recalculate to see if your current earnings replace an earlier year of lower or zero earnings, which can result in a higher benefit amount.

New Hampshire Retirement System (NHRS)

Please note: NHRS may not be applicable to all employees.

Contact NHRS to notify them of your retirement at least 30-90 days in advance. Your completed application must be submitted to NHRS no later than 30 days before your retirement date or they will not process it until the following month.

- Employees vested prior to 1/1/2012 can retire at 60 regardless of years of service (Tier 1)
- Employees in service prior to 1/1/2011 but not vested at 1/1/2012 can retire at 60 regardless of years of service (Tier 2)
- Employees hired after 7/1/2011 can retire after age 65 regardless of years of service (Tier 3)

Creating an online account with NHRS will allow you to:

- View the money you have contributed to NHRS and the interest that it has accrued
- Receive an estimate of your monthly benefit

You will need to meet with NHRS prior to retirement and your monthly benefit will be an estimate until the final calculation is complete. The final calculation will be complete within a few months after your final day of employment. Prior to that time, you will receive an estimated monthly benefit based on the information that NHRS has.

Visit <https://www.nhrs.org/> for the most updated application materials, Member FAQ's, and to sign up for a NHRS account. Member education videos on how to fill out an application, payment options, and benefit summaries can be found at <https://www.nhrs.org/education>.



Health and Dental Insurance

The monthly premiums from your insurance plan(s) can be deducted from your NHRS monthly pension if you choose that option.

Under 65 Retiree

If you are under 65 and wish to continue your SchoolCare Cigna coverage, you may do so as a retiree. It is the same Cigna Open Access Plus with ChoiceFund plan that you currently have. You may also continue your Cigna Dental benefit as well. Please contact HR for current monthly rates.

If you do not take coverage as a retiree, and do not go onto another employer-sponsored plan, you are not eligible to return to the School's plan at a later date.

65+ Retiree

At 65 you are automatically enrolled in Part A (hospitalization) at no cost to you, through Medicare. However, if you are still working and have insurance through your employer, you may delay signing up for Part B (medical insurance) until you retire.

Contact your local Social Security Office or visit <https://www.ssa.gov/benefits/medicare/> to begin the application process.

While Medicare Part B will be your primary insurance, a supplemental plan is always recommended, as Medicare does not fully cover all of an individual's medical costs.

SchoolCare offers 65+ Supplemental coverages to work along with your Medicare Part A and B. A summary of available plans can be found at <https://www.schoolcare.org/medical-sc65>

SchoolCare 65+ Supplemental Plan Costs

Plan	Cost per Month
Traditional Plan without RX	\$187.00
SchoolCare 65+ Advantage Plan	\$318.00

Medicare Part D offers prescription coverage. This coverage is available to everyone enrolled with Medicare by enrolling in a Medicare Part D plan and paying a monthly premium. A Medicare Part D plan provides a least a standard level of prescription drug coverage set by Medicare. You cannot enroll in other prescription drug coverage unless you have elected the Medicare supplement coverage only above.

If you do not sign up for either plan at the time of your retirement and do not go onto another employer-sponsored health plan, you may not come back onto the School's coverage.

GoodForYou! Wellness Incentives

Retirees, both under 65 and 65+, are eligible to participate in the SchoolCare Wellness Program and earn cash incentives on a quarterly basis. More details regarding the program can be found at <https://www.schoolcare.org/wellness-pillars>



CITY OF PORTSMOUTH
HUMAN RESOURCES DEPARTMENT

Medicare Information and Counseling Services

If you wish to look into plans outside of what the School offers, Service Link provides information on other Medicare supplemental plans and Medicare D options. Service Link is available to NH residents only. <https://www.servicelink.nh.gov/index.htm>

- Rockingham County ServiceLink
 - 72 Portsmouth Ave, Suite 113, Stratham, NH 03885
 - (603) 334-6594
 - Mon-Fri, 8:30-4:30
- Strafford County ServiceLink
 - 25 Old Dover Rd, Rochester, NH 03867
 - (603) 332-7398
 - Mon-Fri, 8:00-5:00
- Maine residents can contact their local Aging & Disability Resource center by calling (877) 353-3771.
- Massachusetts residents can find a local SHINE counselor and schedule an appointment by calling MassOptions at (800) 243-4636

Letter of Retirement

When you have made your final decision to retire, please submit a letter of retirement to the appropriate supervisor(s), building principal and Superintendent. This letter should include your intended final day of employment.

Contact Information

New Hampshire Retirement System	(603) 410-3500	https://www.nhrs.org/
Social Security (Portsmouth Office)	(888) 397-9796	https://www.ssa.gov/
SchoolCare	(603) 836-5031	https://www.schoolcare.org/index.php
United American Customer Service (for 65+ Traditional Plan Enrollees)	(800) 730-4648	https://www2.unitedamerican.com/

Please contact the **HR Department at (603) 610-7270** with further questions or if you would like to schedule a meeting to discuss your upcoming retirement.