Stay up to date with the latest information from Teachers' Pensions.



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Monthly Data Collection (MDC) Reminder Checklist

The new MDC Reminder Checklist, which helps you identify missing service in your MDC submission, will be going live from 14 September.

If you're missing any service details or withdrawal indicators in your submission, you'll be sent an email on the 14th of each month to let you know what you'll need to do next to correct this.

We'll run the report again on the 21st of the month and, if a checklist has not been returned, we'll notify you directly.

You can find more information about the process and the report on our website.



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Increasing volumes of corrections

There's recently been an increase in corrections made to previously submitted member service information.

It's thought this is due to a rise in data cleanse exercises taking place. These exercises often identify changes that need to be made to historic data; however, any changes can impact important member events such as pension awards.

Extension of the Employer Portal session time

We've listened to your feedback and are pleased to announce that we're extending the session time for the Employer Portal from 20 to 30 minutes.

This improvement should be implemented in late August/early September but we'll inform you when the change goes live through our website news.

To help us provide the best support to both you and your employees, please can you or your payroll provider notify us by email when a data cleanse activity is planned.



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We'd love to hear how this change benefits you and any other ways we can improve the Employer Portal. Please email us if you've any feedback.



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Monthly Contributions Reconciliation (MCR) event

Following the success of our MCR event in June, we'll be running a second event on Wednesday 26 September in Sheffield.

During this event we'll be presenting the solution so far, including a discussion on the proposed template and process so you can review and provide further feedback.

If you'd like to attend the meeting please email us.

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Reporting overtime

If you're reporting overtime on your MDC submission, the amount should be reported in the month it was earned and it should only be inputted in the overtime column of the MDC template.

If a member has more than one contract of employment at your school, the concurrent calculator must be used to calculate the service that needs to be recorded on the MDC submission.

Further information for recording overtime can be found in the MDC Guidance and Error Codes document.

Find out more >

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Academies joining or moving between Multi Academy Trusts (MATs)

If you're an Academy joining or moving between MATs, please email us to let us

The use of a 'W' indicator

When submitting member service information, please only use the 'W'

know about your circumstances.

This'll prevent any administrative burden on academies as we're unwittingly chasing some contributions, unaware that these have already been submitted under another employer.



indicator if the member has left your employment completely.

This mustn't be used if you're simply changing payroll provider. The indicator automatically issues members with starter and leaver packs which has caused queries and complaints.



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Finance update

End of Year Certificate (EOYC) Processing
When submitting your EOYC figures please provide the contributions that should have been deducted and submitted, rather than the contributions that were actually paid.

BACS Payments
When submitting a payment by BACS please use the same reference each time. The reference is used to automatically credit the payment to the correct employer as we match it to the employer record.

For this to work consistently, the reference on the file must match the reference in the employer record (exactly by characters) so it'd be extremely helpful if you can co-operate with us in this process.

Find out more >

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Training

We've refreshed our training programme for the new term. It includes four free seminars across England and Wales in September and further dates in October too.

Alongside our webinars on Monthly Data Collection (MDC) and Auto Enrolment, we're also introducing new training topics including 'Getting the best from the Employer Portal' and 'Insight into My Pension Online and the member benefits'.

Keep an eye on our training diary to ensure you're aware of dates and locations for seminars near you to book your place.

Find out more >

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Teachers' Pensions

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ONLINE DATA SECURITY