



# Employer *Bulletin*

Employer Communication Center 608-266-3285      Toll free: 1-877-533-5020      [etf.wi.gov](http://etf.wi.gov)

## Changes to the Local Income Continuation Insurance Program

Please note the change to ETF’s Administrative Code ETF 50.10:

- Effective May 1, 2017, there will no longer be a six-month Wisconsin Retirement System service requirement to be eligible for income continuation insurance (ICI) coverage. New employees will be immediately eligible for ICI coverage, and must enroll within 30 days of date of hire.
- The ICI coverage effective date for all WRS-eligible employees with a hire date between November 2, 2016 through April 31, 2017 who apply (or have applied) for ICI coverage will be May 1, 2017.
- Employees hired before November 2, 2016 are still required to meet the six-month service obligation.

The chart below shows examples of a member’s enrollment period and coverage effective date, based on their hire date. The \* notes that applications are due the end of the enrollment period.

Hire (WRS Eligibility) Date	Enrollment Period*	Coverage Effective Date
11/2/2016 - 4/31/2017	5/1/2017 - 5/31/2017	5/1/2017
5/1/2017	5/1/2017 - 5/31/2017	5/1/2017
5/2/2017	5/2/2017 - 6/1/2017	6/1/2017
5/15/2017	5/15/2017 - 6/14/2017	6/1/2017
6/1/2017	6/1/2017 - 7/1/2017	6/1/2017
6/2/2017	6/2/2017 - 7/2/2017	7/1/2017

### Employers Please Note – myETF Coming Soon

To ensure a smooth transition to the 2018 myETF environment (the new benefit administration system) from the 2017 ONE environment on January 1, 2018, it is important for employers to make sure the reporting of employee information is up to date. Please refer to [Chapter 9 - Periodic Employee Transaction Reporting](#) in the *WRS Administration Manual (ET-1127)* for methods available for employee reporting. ETF also has an application available in the Online Network for Employers (ONE) that allows employers to generate a list of all employees who are currently active or have terminated employment in 2017. [Here is a direct link to the instructions for accessing this application.](#)

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