

EMSRS Appendix

Field Name	Field Values	EMSRS Application
<b>Job Position</b>	<b>County Commissioner (0000)</b>	Not Applicable
	<b>City Council Member (0001)</b>	Not Applicable
	<b>Elected Member of a Board of Education (0002)</b>	Not Applicable
	<b>Mayor (0003)</b>	Not Applicable
	<b>Municipal Police Officer (0004)</b>	Not Applicable
	<b>Municipal Fire Professional (0005)</b>	Not Applicable
	<b>EMSO (0006)</b>	To report the members who are full-time and are under permanent covered employment as an EMSO; this includes only the positions of EMT, EMT/Paramedic, and EMT/RN.
	<b>Deputy Sheriff (0007)</b>	Not Applicable
	<b>Sheriff (0008)</b>	Not Applicable
	<b>Chief Deputy (0009)</b>	Not Applicable
	<b>Judge (0010)</b>	Not Applicable
	<b>Justice (0011)</b>	Not Applicable
	<b>State Police (0012)</b>	Not Applicable

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	<b>Teacher (0013)</b>	Not Applicable
	<b>Administrator (0014)</b>	Not Applicable
	<b>Service Personnel (0015)</b>	Not Applicable
	<b>Concurrent (0016)</b>	To report the members as Concurrent. Please contact CPRB for more information regarding Concurrent employees.
	<b>Appointed Board Member (0017)</b>	Not Applicable
	<b>Other (0018)</b>	To report employees who do not belong to one of the positions described as an EMSO, but are eligible based on being first hired as an EMSO.
	<b>Governor (0019)</b>	Not Applicable
	<b>Secretary of State (0020)</b>	Not Applicable
	<b>State Auditor (0021)</b>	Not Applicable
	<b>State Treasurer (0022)</b>	Not Applicable
	<b>Commissioner of Agriculture (0023)</b>	Not Applicable
	<b>Attorney General (0024)</b>	Not Applicable
	<b>Judge of Court of Claims (0025)</b>	Not Applicable
	<b>Elected Clerk (0026)</b>	Not Applicable
	<b>Sergeant at Arms (0027)</b>	Not Applicable
	<b>Doorkeeper (0028)</b>	Not Applicable
	<b>Senator (0029)</b>	Not Applicable

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	<b>Delegate (0030)</b>	Not Applicable
	<b>21st Century Learner Fellow (0031)</b>	Not Applicable
<b>Position Status</b>	<b>Permanent Full Time (00)</b>	Any person who is hired into full-time, permanent covered employment as an EMSO (EMT/EMT Paramedic/EMT Nurse) in a position that normally requires 12 months employment per calendar year and at least 1040 hours per calendar year. Participation in EMSRS is mandatory, excepting those who voted not to participate at the time of the creation of the plan.
	<b>Permanent Part Time (01)</b>	Any person who is not working an average of at least 20 hours per week thus 1040 hours per calendar year or was not hired in a position that normally requires 12 months per calendar year, is considered to be working in a permanent part time position. Part-time employees are not eligible to participate in EMSRS and should be reported under a Not-Eligible contribution group.
	<b>Temporary/Provisional (02)</b>	Not Applicable
	<b>Posted 21 Day (03)</b>	Not Applicable
	<b>Substitute (04)</b>	Not Applicable
	<b>Elected (05)</b>	Not Applicable
<b>Report Date</b>	<b>Report Date indicates the date on which the employees are paid.</b>	Report date is the date on which the employees are paid, regardless of when the wages are earned. This date is used by CPRB to award service credit to the members of the EMSRS.
<b>Payment Reason</b>	<b>Regular Pay (00)</b>	To report a member's regular wages for a pay period. See the definition of salary for EMSRS provided in this appendix for further clarification.
	<b>Additional Pensionable Compensation (01)</b>	To report compensation that includes monies other than regular wages for a Pay Period, these payments include but are not limited to the following examples:

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		<ol style="list-style-type: none"> <li>1. Non-regular salary/wage payment</li> <li>2. Payment in lieu of EE taking health insurance</li> <li>3. On call pay</li> <li>4. Annually guaranteed increment pay or longevity pay</li> </ol>
	<b>Overtime (02)</b>	To report overtime separate from regular wages for each pay period. Contributions should be withheld on these amounts.
	<b>Non Pensionable Payment (03)</b>	<p>To report payments which are not pensionable (to confirm the pensionable status of a payment, please contact CPRB). These payments include but are not limited to the following examples:</p> <ol style="list-style-type: none"> <li>1. Cash Reimbursements or Expense Allowance due to: Travel or mileage, Travel incidentals (food, tolls), Gym membership, Clothing allowance, Cell phone</li> <li>2. Non-cash remuneration paid annually as part of salary due to costs associated with: Uniforms, Laundering</li> <li>3. Sick Leave Bank payment/Donated Leave should be reported under this payment category and no contributions should be withheld.</li> </ol>
	<b>Leave Without Pay (04)</b>	To report zero salary and zero contributions for each Pay Period when an employee is on leave without pay but has not terminated from employment. This payment reason should be used when reporting someone who has worked for part of a pay period and then goes on leave during that pay period so that we know why less than the normal amount of wages is being reported.
	<b>Military Leave (05)</b>	To report zero salary and zero contributions for each Pay Period when a member is on military leave and has not terminated from employment. This payment reason should be used when reporting someone who has worked for part of a pay period and then goes on leave due to active military service call up during that pay period so that we know why less than the normal amount of wages is being reported.

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	<b>Workers Comp (06)</b>	To report zero salary and zero contributions for each Pay Period when a member is paid through Worker's Compensation and has not terminated from employment. This payment reason should be used when reporting someone who has worked for part of a pay period and then goes on leave due to a Workers' Compensation claim during that pay period so that we know why less than the normal amount of wages is being reported.
	<b>Reinstatement (07)</b>	Not Applicable
	<b>Purchase of Military Service Credit (08)</b>	Not Applicable
	<b>Back Wages (09)</b>	To report back wage settlement or grievance payments for an employee that were not previously reported.
	<b>Lump sum payment of unused Comp or Holiday (10)</b>	To report lump sum payments of unused comp or holiday time. Contributions should be withheld on these amounts. These payments should be reported in the pay period in which they were earned, regardless of when they are paid.
	<b>Lump sum payment of unused leave (11)</b>	To report Lump sum payments for Unused Annual, Vacation and/or Sick leave. Contributions should not be withheld on these payments.
	<b>Summer Months (12)</b>	Not Applicable
	<b>Deferred Summer Pay (13)</b>	Not Applicable
	<b>Loan I (14)</b>	Not Applicable
	<b>Loan II Payment (15)</b>	Not Applicable
	<b>State Employee Increment (16)</b>	Not Applicable
	<b>TRS/TDC Legislative (17)</b>	Not Applicable

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<b>Salary</b>	<b>The wages paid to an employee for a pay period.</b>	To report Annual Compensation; the wages paid to the member during covered employment based upon the nature or location of employment or services performed during the plan year.

