

Section 17

Violation Period Certification

Employers may receive a request to complete a violation period certification when employing a reemployed retiree. Section 3307.35, Revised Code, stipulates that public employees who retire under one of the five Ohio retirement systems are prohibited from returning to work in public employment for **two months** after their retirement effective date. Any retiree who violates this restriction will forfeit monthly benefits for any month in which he or she is in violation.

Completing a Violation Period Certification

Step 1

To access the certification from the home page:

1. Click on “Violation Period Certification” in the Additional Tools menu, or
2. Click on “Violation Period Certification” in the Outstanding Reports section.

The screenshot shows the SRS Ohio home page with a navigation bar at the top containing: Home, Make a Payment, New Hire Notification, Reemployed Retiree Notification, Employer Reports, Deposit & Service Reports, Withdrawal Certification, and Documents. The main content area is divided into three sections: Additional Tools, Outstanding Reports, and News & Alerts. In the Additional Tools section, the 'Violation Period Certification' link is circled in red. In the Outstanding Reports section, a table lists report types and their counts, with 'Violation Period Certification' also circled in red.

Report Type	Number of Reports
Deposit & Service	3
Service Credit Verification	1
Employment Verification Reports	4
Withdrawal Certification	1
Violation Period Certification	1

Step 2

On the Violation Period Certification screen, click on the employee’s SSN to open the certification. The report shown on the next page will appear.

The screenshot shows the 'Violation Period Certification' screen. At the top, there is a search box containing 'XXX-XX-1038', which is circled in red. Below the search box is a table with three columns: Employee SSN, Employee Name, and Notification Date. The first row of data shows the SSN 'XXX-XX-1038' (circled in red), the name 'Teacher, Todd', and the date '12/20/2018'.

Employee SSN	Employee Name	Notification Date
XXX-XX-1038	Teacher, Todd	12/20/2018

Step 3

If the member **did** return to work after retirement, enter the following information:

1. The first day the member worked with your school after retirement.
2. The amount of earnings during the first month after retirement.
3. The amount of earnings during the second month after retirement.
4. Include any comments necessary to help STRS Ohio process the certification.

The screenshot shows the 'Violation Period Certification' form in the STRS Ohio system. The form includes a navigation bar with links like 'Home', 'Make a Payment', and 'New Hire Notification'. The main content area contains a title 'Violation Period Certification', a legal disclaimer, and a form for entering member information and earnings. The member's name is 'Teacher, Todd', SSN is 'XXX-XX-1038', and retirement effective date is '08/01/2018'. There are input fields for 'First Day Worked With Your School After Retirement', 'Earnings First Month (08/01/2018 - 8/31/2018)', and 'Earnings Second Month (09/01/2018 - 9/30/2018)'. A 'Tip!' section indicates that a checkbox 'Member did not work after retirement' should be checked if the member did not return to work. Below this is an 'Optional comments (max 250 characters)' text area and three buttons: 'Back to List', 'Save', and 'Save & Submit'.

Tip! If the member did not return to work after retirement, click the box to indicate the member did not work after retirement. (A check mark will appear.) Add a note in the comments section and click "Save & Submit."

Step 4

When finished, click "Save & Submit."

To print a copy of the certification after it has been submitted, click "Print Summary." (Screen not shown.) To complete additional certifications, click "Back to List." Then repeat Steps 2–4 until all certifications have been submitted. The list on the Violation Period Certification screen will be empty when you've successfully submitted all certifications.