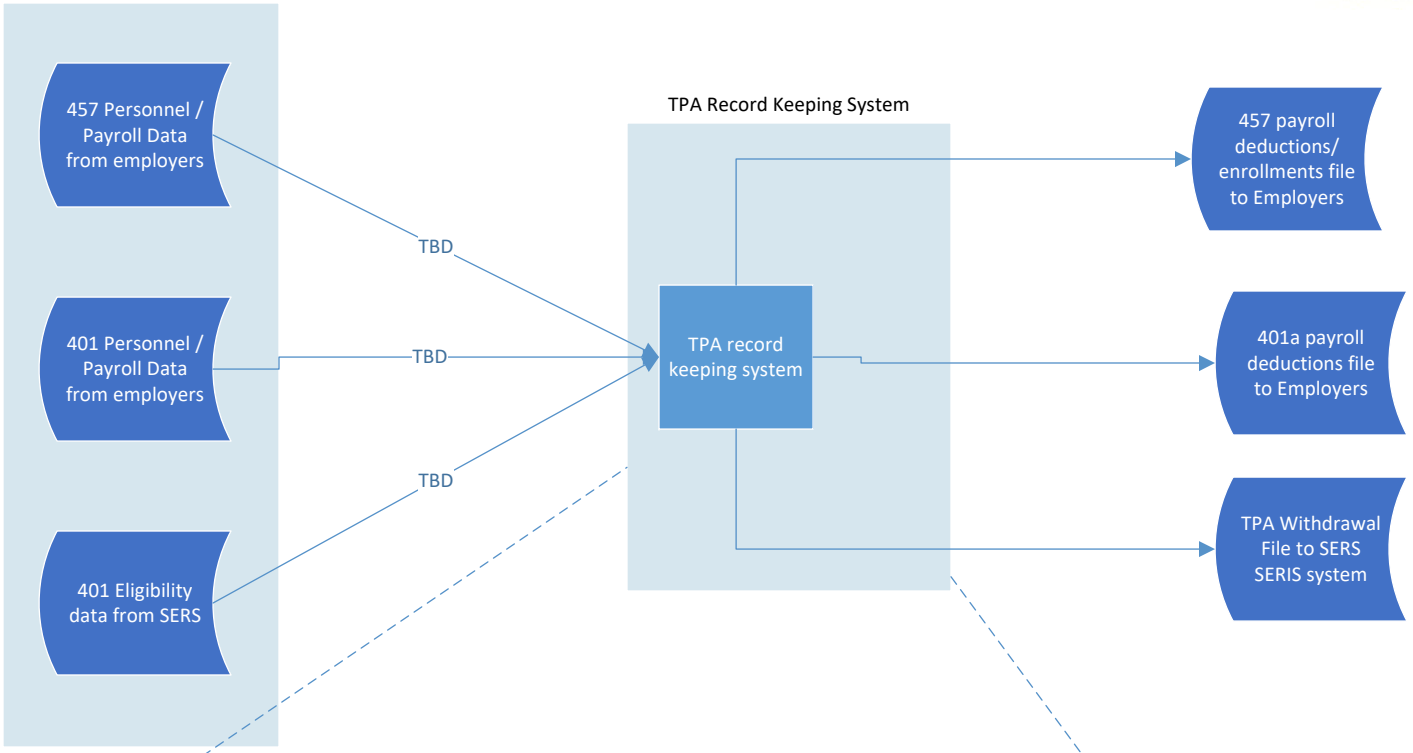
Employer/SERS/TPA Data Flow Future State



File to TPA contents:

Personnel / Payroll data 401a file- Most recent demographic data for 401a plan participants including new/ rehire and termination dates. Employer-provided payroll data for participants. Sent by employers to TPA.

Personnel / Payroll data 457 file- Most recent demographic data for 457 plan participants including new/ rehire and termination dates. Employer provided payroll data for participants. Sent by employers to TPA.

401 Eligibility data file- current eligibility points reflected in retirement plans system so TPA can determine vesting eligibility per employment period. Eligibility points are often adjusted based on confirmed hours worked by employers and for service purchases. Sent by SERS to TPA.

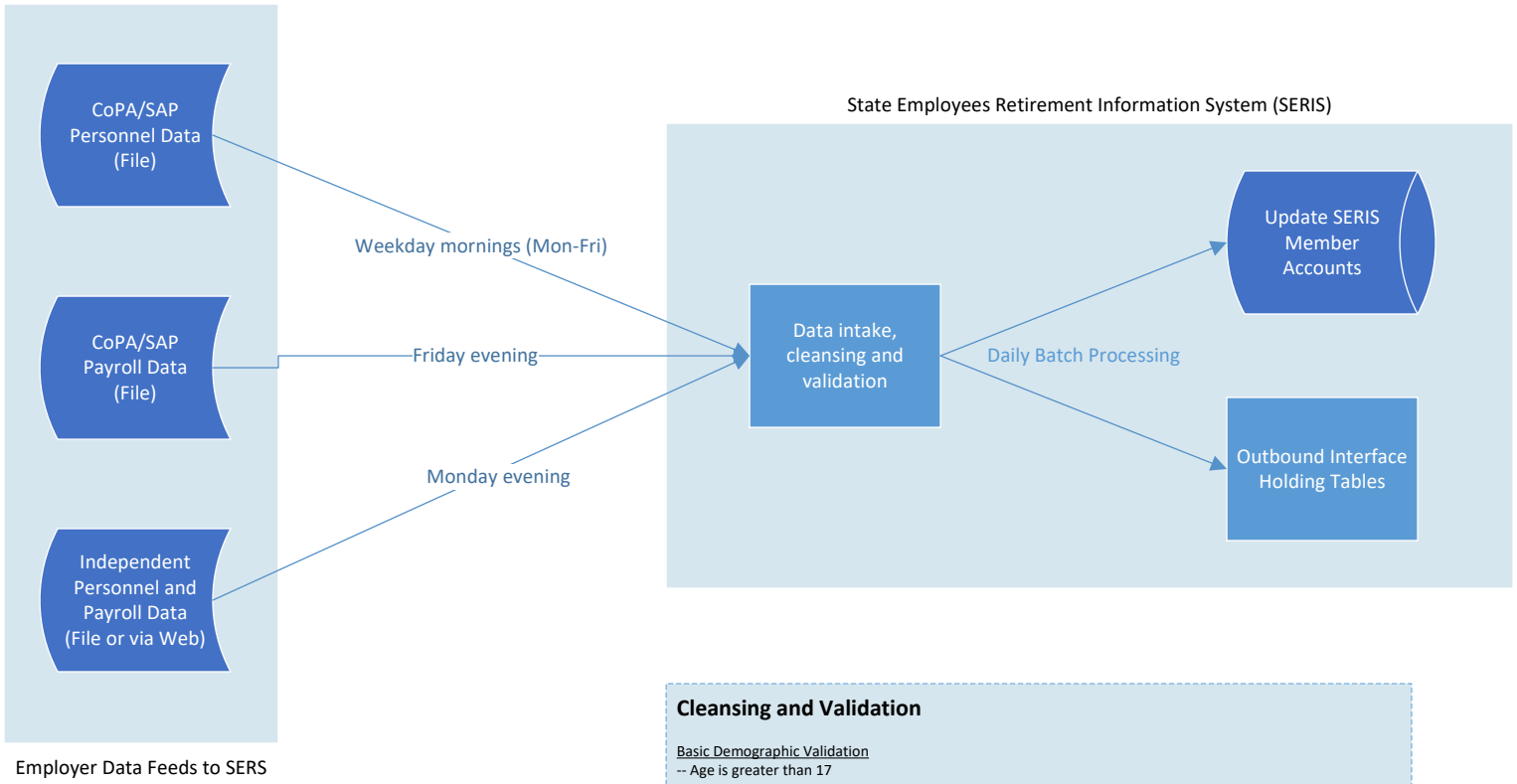
File from TPA contents:

401a payroll deductions data file- deduction payroll change made by participant for 401a plan.
457 payroll deductions data file- deduction payroll change made by participant for 457 plan. Enrollment information of participant who enrolled in 457 plan. (could enrollment process be initiated with employer by participant instead of first with TPA?)

TPA 401a withdrawal file- Extract of DC Plan participants who have taken a full withdrawal of their monies from their individual investment account with the TPA. This information is used to synchronize participant status in SERIS and remove eligibility points for that employment period.

Last revised: 1-9-2024

Employer to SERS Data Flow post RFP – no changes from current process



Employer Data Feeds to SERS

Cleansing and Validation

Basic Demographic Validation
-- Age is greater than 17
-- State component of address is PA
-- Enrollment date is less than 30 days in the future
-- Combination of class/category is accurate
Validation failures result in a rejection of the individual transaction and are shown on the error reports.
-- If there are multiple personnel changes or updates SERS sends most recent data as shown in SERIS to avoid incorrect data or conflicting changes.

Verification of Reported Class
The reported class of service for each member is independently computed by SERIS based on enrollment date and existence of a footprint. If the reported class differs from the computed class, the member record in SERIS is updated with the COMPUTED class and this condition is added to the error reports for independent research by Membership Services and the affected employer.

Cleaning of Name and Address
Name and address attributes are formatted using standard logic to implement postal standards and strip special characters.

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