**Specimen Letter IHR 04 – Ill Health Tier 3 Awarded**

Dear **<Name of Member>**

**Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations (as amended) - Ill Health Retirement**

I write to inform you of the decision of **<Name of Scheme Employer>** on whether or not your Local Government Pension Scheme (LGPS) benefits with the Avon Pension Fund can be paid on the grounds of ill-health.

Following advice received from an independent doctor qualified in Occupational Health Medicine, **<Name of Scheme Employer>** has determined that you qualify for Ill Health Retirement because you are suffering from a condition which makes you permanently incapable of discharging efficiently the duties of your current employment and you have a reduced likelihood of undertaking any gainful employment before your normal pension age.

**INSERT Scheme Employer’s normal wording re dismissing an employee on the grounds of permanent ill health.**

Following the decision to terminate your employment on **<leaving date>**, **<Name of Scheme Employer>** has also determined that it is likely that you will be capable of undertaking gainful employment within the next three years, or your normal pension age if this is sooner.In accordance with the LGPS Regulations you will therefore receive Ill Health Retirement benefits based on the LGPS benefits you have built up with no enhancement. Payment of these benefits will be stopped after 3 years, or earlier if you are in gainful employment or become capable of such employment, provided you have not reached your normal pension age by then. If the payment is stopped it will normally become payable again from your normal pension age but there are provisions that allow it to be paid sooner. Details would be provided at the time.

**<Name of Scheme Employer has / I have>** now informed the Avon Pension Fund that you have been awarded Ill Health Retirement and also the enhancement that you are to receive. The Avon Pension Fund will write to you with details of the amount of Annual Pension you will receive and also any options you may have to take a cash Lump Sum.

You have the right to initiate a formal appeal in respect of **<Name of Scheme Employer’s>** decision, under the Disagreement Procedure of the LGPS. Any appeal must be made in writing to **<Scheme Employer Appeals Officer Job Title>** at **<Appeals Officer Address>** outlining your reason(s), such as new or unused medical evidence, within 6 months of the date of this letter.

If there is anything you do not understand, or you need any further information, please do not hesitate to contact **<me/Scheme Employer Contact>** ondirect line telephone number **<Direct Phone Number>**, or you can write to **<me/Scheme Employer Contact>** at **<Contact Address>**.

Yours sincerely