

Working Together to Provide Valuable Employee Benefits — *Employer Audits*

Say the word “audit” and most people run. But KPERS audits are different. Ours are about partnering with you to be sure members get the most from their death, disability and retirement benefits.

Employer audits provide an opportunity for us to learn from each other.

- Uncover and fix inaccuracies in KPERS and employer records
- Get a better understanding of your business practices
- Help KPERS improve our methods and processes
- Help you gain efficiencies and implement best practices
- Highlight Kansas statute and KPERS employer manual requirements

What gets measured gets managed. Audits help KPERS honor our fiduciary responsibility to members. Part of this accountability is working together to keep accurate records and checking on each other periodically.

How do we choose employers?

Certain factors flag a possible need for an audit:

1. Designated agent change
2. Fund balance
3. Frequent remittance errors
4. Late annual contribution report

We also make it a point to select some employers at random.

How does the audit process work?

The number of members at your employer affects the audit method. A field audit is generally used for employers with 15 or more members. That means we come to you.

A desk audit is often used for employers with less than 15 members. With a desk audit, you send KPERS your information and we review it at our office. Field audits are also available for smaller employers if needed.

When we choose your employer for an audit, we'll contact you to set-up a time for a phone interview. During the phone interview, we'll introduce ourselves and work out future contact details. We will also provide a list of the information we'll need from your employer.

At the end of the audit, we'd like to hear your opinion. We want to know how it went and if there are ways we can improve. Not just the audit process, but any of our processes and the customer service we provide. Please take time to complete the survey we give you. We welcome your ideas and your partnership. Together, we can help employees get the most from their benefits.