

ERISA Health Check™ Customized Diagnostic Report (or ‘What you don’t know CAN hurt you’)

Protecting your retirement program and assisting you with your fiduciary duties.

The Risks

Sponsoring a retirement program has many advantages, but it also comes with a whole host of responsibilities, including:

- ◆ All documents, amendments and notices must be signed and up to date;
- ◆ The operation of your plan must follow the plan document;
- ◆ Highly compensated and key employees must be identified correctly;
- ◆ Coverage and non-discrimination tests must be completed accurately (and pass!);
- ◆ Legal and plan imposed limits must not be exceeded;
- ◆ Loan, distributions, and forfeitures must be accurately calculated and timely processed;
- ◆ 401(k) deferrals must be contributed within certain time limits;
- ◆ The annual 5500 and other tax forms must be completed and filed on time;
- ◆ And much, much more!

Mistakes and omissions can have serious consequences: penalties, fines, excise tax, and the most serious: plan disqualification —that means you and your employees can lose the tax benefits related to plan deferrals and contributions all the way back to the original adoption of the plan!

The Solution

Our ERISA Health Check™ Customized Diagnostic Report is a complete review of your plan:

- ◆ We review all aspects of your plan—the plan document, payroll/plan census, testing, operations, reporting & disclosure, risk management, etc. We pay special attention to IRS & DOL Audit “Hot Topics”;
- ◆ We identify the documents that were (or were not) reviewed;
- ◆ We create a report of our findings for the plan fiduciaries to review;
- ◆ Any issues discovered are identified and prioritized;
- ◆ We delineate the process for correction of problems through the government’s plan correction programs.

Why is this right for you?

- ◆ Voluntary corrections protect the plan from disqualification, embarrassment, and participant lawsuits;
- ◆ Voluntary corrections are much less expensive and less time consuming compared to discovery at audit;
- ◆ If you want an expert opinion or want to know the industry best practice;
- ◆ This report presents evidence of accountability, and satisfaction of fiduciary duties;
- ◆ Already audited by a CPA? That audit is focused on the financial statements, not ERISA compliance;
- ◆ It’s a great risk management tool for your fiduciaries to review;
- ◆ If you are chosen for an IRS or DOL audit, this process will make it shorter (and possibly cheaper).

Contact:

Current Clients

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New Accounts

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Why Primark Benefits

- ◆ **EXPERIENCE:** We’ve been in business since 1971
- ◆ **EXPERTISE:** Our credentialed staff are experts and leaders in the field
- ◆ **ACCURACY:** We have rigorous quality control and a compliance dept
- ◆ **ATTENTION:** Your satisfaction is our priority

Also speak with us about how we can coordinate *all* your employee benefits and services including: retirement, health insurance, flex plans, COBRA, and even payroll processing!