

Topic Legend



Reporting and
Training for REs



Health Benefits



Information
Security



General
Communications



ED90 Submission Deadlines



The process for submitting ED90 termination records ensures accurate reporting of employee terminations for payroll and TRS contributions. It is important for Reporting Employers (REs) to follow these guidelines to maintain up-to-date information.

Submission Requirements

REs must submit an ED90 termination record during the same report month in which the employee receives their final paycheck. The submission must include two key details:

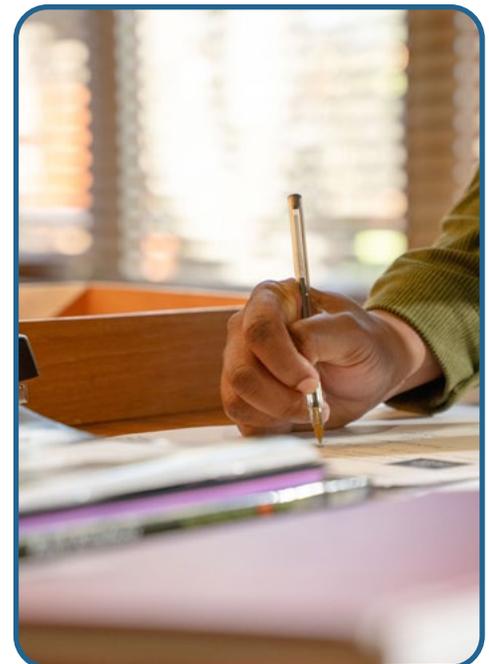
Actual Termination Date: This should correspond to the last date the employer recognized the individual as an active employee.

Final Report Month of TRS Contributions (if applicable): If the employee worked in a TRS-eligible position at any time during their employment, enter the report month and year (MM/YYYY) in which the employee was last paid with TRS-eligible compensation. If the employee did not hold a TRS-eligible position during their employment, leave the Final Report Month field blank.

Important Considerations

Submitting ED90 records is crucial. Timely submissions will reduce the number of Refund Certifications that REs receive since the closed employment will prevent the system from generating an unnecessary certification.

REs are encouraged to routinely review their lists of terminated employees and confirm that ED90 submissions have been completed for all applicable employees.



Earning A Year Of Service And TRS-Eligible Employment



As we get further into the fiscal year, TRS wants to provide a reminder for mid and late year hires. Some employees may have already served in another position at another employer and earned a year of service. Employment that does not meet the requirements for TRS membership-eligible employment is eligible, if the member has already earned a TRS creditable year of service for the current fiscal year.* The means that if they are working less than one-half time or in a temporary position, they would still need to be set up as TRS eligible and have contributions withheld through the end of the TRS fiscal year, which is Aug. 31.

TRS recommends the following to ensure that the members are reported correctly and that all their service is reported as eligible if they have earned a year of service.



1. Check the “View Employee Information Screen” in the TRS portal. If the employee has previous eligible employment, the information for the eligible position will populate on this screen. In the example below, the employee held an eligible position from Aug. 20, 2025 – Jan. 20, 2026. If the employee worked enough days between September – January to earn a year of service, they would need to be reported as eligible at all other employers through the end of the fiscal year.

As Of Date	02/13/2026	New Member Contributions Due	No
SSN or TRS- Assigned Temp ID		New Member Days completed as of 1st of Current Month	Over 90 days
First Name		In a TRS Eligible Position	Yes
Middle Name		TRS Eligible Date Range	08/20/2025 - 01/20/2026
Last Name		Subject to Salary Cap	Yes
Suffix		Concurrent Employment	No
TRS Member	Yes		

2. Verify with your RE coach. If you are receiving errors on the ED40 that the employee has earned a year of service, please provide this information to your RE coach so we can verify if the error is accurate and if the employee should be set up as eligible.

***Exceptions for this are true substitute employment and student employment at higher education employers only.**

That Blue Screen May Be Lying To You



A Windows blue screen can cause instant panic — and scammers rely on that reaction. Fake “blue screen” messages are designed to pressure users into quick actions that can put TRS systems and information at risk.

Many of these alerts aren’t real system crashes. They often appear inside a web browser, use official-looking language or Microsoft branding, and claim your system or data is at risk. Some urge you to call support; others prompt you to click buttons, run commands or download “repair” tools that can install malware or give attackers access.

Microsoft is clear: **Legitimate Windows error messages never include phone numbers or instructions to contact support.**

If your mouse and keyboard still work, or Ctrl + Alt + Delete responds, it’s likely fake.

What to do:

- Don’t call or click
- Close your browser if possible
- Restart your computer
- Report the incident to your Information Security team

When something creates urgency, slow down. Taking a moment to question what you’re seeing can prevent a much bigger problem. For more cybersecurity tips and reporting guidance, visit **TRS Information Security** on the [TRS website](#).



Navigating Life Events With Ease



We all experience life and job changes that can be both exciting and challenging. These events often require updates to your account information and other essential actions. Keeping your information current ensures you receive timely support and services tailored to your needs. Visit our dedicated webpage for “[Life and Job Changes](#)” - it’s a comprehensive guide to assist in navigating these events.

TRS members will find the “Returning To Employment After Separation” section of our Life and Job Changes webpage holds valuable answers to common questions like:

- I withdrew my TRS account after terminating. How does that affect my Tier for retirement?
- How does returning to work after separation impact my eligibility for TRS-ActiveCare benefits?
- I changed my name since my last TRS-covered employment, how do I update my name?

Explore the [Life and Job Changes](#) webpage today! Whether starting a new job, transitioning or planning for retirement, these events have a significant impact. We’re here to help you make the most of your benefits – in all ways possible – with each step forward.





This article outlines the difference between Penalty Fees and Penalty Interest as well as how to calculate.

Penalty Fees

Penalty fees accrue for each business day a monthly TRS Regular Payroll or Employment After Retirement report has not reached a complete status after its due date. The fee is based on the number of TRS-eligible members reported by your Reporting Employer (RE) on the prior year's May report and is capped at **\$1,000 per business day** and **\$25,000 per report month**.

For Fiscal Year 2026, TRS will continue offering a grace period before penalty fees are assessed.

The grace period does not change the report or TEXNET due dates. It simply provides REs with additional time to complete monthly reports before penalty fees apply. REs are still expected to submit and complete reports by the due dates set in statute.

Please view the [Penalty Fees](#) page of the TRS website for additional information.

Penalty Interest

Penalty interest is assessed when TEXNET deposits are transmitted after the due date or the deposit amount does not cover the full amount owed. Interest accrues daily on the late portion of the deposit at an annual rate of **10% APY**.

- If the entire deposit is late, interest accrues on the full amount.
- If part of the deposit is submitted on time, interest accrues only on the unpaid portion.

Penalty interest is charged to an REs Ledger after the report reaches a "Complete" status and the TEXNET deposit posts.

Penalty Interest on Prior Month Adjustments

When REs are adjusting prior report months that contain member and employer contributions, penalty interest may be charged.

1. **If adjustments are included on a regular monthly report (RP or ER), penalty interest may be charged as follows:**
 - **Member contributions** reported through prior month adjustments (RP25) will accrue interest based on the amount of contributions and the report month being adjusted.
 - **Employer contributions** reported through prior month adjustments (RP25, ER25, ER27) will accrue Penalty Interest only if the TEXNET deposit for that month's RP or ER report is late.
 - *Example:* An RP25 submitted on the May RP report and TEXNET deposit is paid by the May report due date:
 - » Member contributions – Penalty Interest will be charged.
 - » Employer contributions – Penalty Interest will not be charged

2. **Adjustments submitted on a separate adjustment report (RP Adjustment or ER Adjustment)**
 - **Member contributions** reported through prior month adjustments (RP25) will accrue interest based on the amount of contributions and the report month being adjusted.
 - **Employer contributions** submitted on an adjustment report will not accrue Penalty Interest if the TEXNET deposit for the employer contributions being adjusted is submitted within one business day after the adjustment report reaches a completed status.
 - » If TXNET deposit not submitted within one business day, Penalty Interest will accrue from the business day after report completion until payment is received.

Examples:

- *Example 1:* May RP report completed June 6; a May RP Adjustment completed June 15. RP Adjustment TEXNET deposit remitted by June 16 → No Penalty Interest.
- *Example 2:* May ER report completed June 8; May ER Adjustment completed June 9. TEXNET remitted after June 10 → Penalty Interest assessed.

Please note: The settlement date of the TEXNET deposit is generally the business day after the date the deposit is submitted through the comptroller. IF the settlement date is changed to a later business day, the deposit may be considered late.

RFP Outcome For TRS-ActiveCare



At the February TRS Board of Trustees meeting, trustees selected Blue Cross and Blue Shield of Texas to be the medical plan administrator for TRS-ActiveCare, pending a negotiated contract. At least every six years, TRS goes out for competitive bid — a key strategy that helps keep costs lower than comparable plans and ensures we continue offering strong, affordable coverage. Over the past year, we conducted an evaluation to secure the best value for employers and members:

- Assessing provider discounts, network size, and operational and communications support
- Leveraging the size of the TRS-ActiveCare health plan—more than 400,000 members—and bidding TRS-Care Standard at the same time to increase competition
- Enabling bids on smaller network areas in higher-cost regions to better align spending with actual costs and support long-term savings

This approach is one of the reasons that TRS-ActiveCare premiums have grown at only half the rate of other large, self-insured plans. If you'd like to read more about TRS-ActiveCare's financials, visit TRS' newly published [2025 TRS Health Report](#).

What's Next for Benefits Administrators in TRS-ActiveCare?

Benefits Administrators Training

As in previous years, technical and benefits training will be conducted in the spring. Keep opening our emails for upcoming dates.



Benefits and Regional Premiums for the 2026–27 Plan Year

These are scheduled to be announced at the April 30 – May 1 board meeting.

Thank you for your partnership and for the critical role you play in supporting Texas educators and staff. We're committed to helping you deliver high-quality, cost-effective coverage to your employees!



Videos: [View RE Reports](#)



Many people find that a video explanation is the best way to learn! Take advantage of more than a dozen informative videos in the [TRS Employers Video Library](#) to understand TRS processes and reports for reporting employers.



Click [Here](#) to Rate This Issue of the *Update*

Pension Education Resources



Members can learn all about TRS pension benefits by watching our [Pension Education Resources](#).



Retirement Forms Video



Early Career Members: Manage Your Pension Benefits with MyTRS



Mid-Career Members: Plan Your Future with MyTRS

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Thanks for all you do for Texas educators!

