

Monthly Data Collection (MDC)

March 2018



What is MDC?

Teachers' Pensions has implemented Monthly Data Collection (MDC) for providing information, which presents significant benefit to the Scheme, employers and members.

The deadline for on-boarding to MDC is December 2017 as this will be the only method for providing data from April 2018.

MDC will also support employers and/or payroll providers in fulfilling their responsibilities.

MDC allows employers to provide service and salary information to Teachers' Pensions on a monthly basis, as opposed to the Annual Return.

What are the benefits of MDC?

MDC provides multiple benefits to both employers and members. These include:

- Removes the need for an Annual Service Return
- Accurate information for members (service is more up to date).
- Easier to submit - Teachers' Pensions require fewer data fields making administration easier.
- In most cases employers and members no longer need to complete a Certificate of Re-employment.
- MDC reduces the amount of service errors on member records, reducing re-work for employers
- Employers no longer need to complete TR6 and TR8 form submissions.

How does MDC work?

Employers are asked to provide MDC information via the Employer Portal on 7th of each month.

MDC can be completed by either providing the information within the MDC Template (similar to how TR28's and Annual Returns are completed), or by extracting the information directly from payroll systems, into a format defined within the Guidelines and Error Codes document.

Any errors generated from the MDC submission will be issued back to the employer via the Employer Portal. Errors will be required to be returned by 30th of the same month.

MDC also requires a reduced data set. This means Teachers' Pensions ask for less information than on normal returns, making it easier and quicker for employers to complete.

In addition, Payroll Providers will also have the ability to upload MDC submission to the Employer Portal on an employer's behalf.

Detailed information can be found within the Guidance Notes on our website.

How do employers join MDC?

To join MDC, all employers need to do is complete an [activation form](#) and return it to mdc@teacherspensions.co.uk.

Once submitted, they'll receive a notification to advise of their participation and additional information.

MDC follows a strict on boarding process to ensure that the data provided is of an acceptable standard.

Employers will initially join a 3 month on boarding process. This means the first 3 submissions made will update into a bespoke Teachers' Pensions MDC test system. No 'Live' member records will be updated.

Following the third submission, the information will be compared against our success criteria. Employers will be notified when they have successfully passed the criteria and they'll then be moved into the live environment. It's important to note the initial 3 test submissions will need to be resubmitted, ensuring that any errors are corrected before returning.

All future submissions will update live records.

If employers don't pass the success criteria, they'll continue to submit MDC data within our test system until we're comfortable moving them into live. We'll support them throughout the entire process.

The support provided

Teachers' Pensions has its own bespoke MDC Team to support employers throughout the initiation and on boarding process. Any queries can be submitted to mdc@teacherspensions.co.uk or call 0345 3003756.

The Guidelines and Error Codes document is available on the Teachers' Pensions website, which contains information on the technical requirements, FAQ's and example submissions.