

NHS Pensions deferred members retirement process



Step 1

Read the Retirement Guide on our website

Step 2

Download and complete the deferred benefits claim form (AW8P) from our website.



Step 3

Send your application and any required certificates to us.
Note: Only original or certified copies of certificates are acceptable



3 Months

We will check the application, register receipt and give it a target date.

Note: We may return your application if it is incomplete.
Note: We may need to request some further information from you or a previous employer. This may cause a delay in paying your benefits.

When your application has been processed, you will receive a letter confirming your benefits and who to contact if you have any queries once your pension is in payment.



Step 4

We aim to pay your pension and lump sum within 30 days of your retirement date, as long as we have all the information needed to process your application. We aim to pay any lump sum on the day following retirement.