

Organizational change: what you need to know

Change is an inevitable part of life. When it comes to business, organizations today function in a dynamic environment where change is common.

When organizations face change, there are administrative implications that need to be considered.

What is organizational change?

The nature and specifics of organizational change can vary but, generally speaking, it is the result of two or more organizations merging. One organization may be absorbed into another or both organizations may merge to become a new one. In some cases, one organization may be divided and merge with two or more other organizations.

Organizational change can occur between HOOPP employers or include non-HOOPP employers. It can also be classified as “full” or “partial” and it can impact all or only a subset of HOOPP members.

Potential impacts of organizational change on HOOPP employers

Will this impact our existing HOOPP Participation Agreement?

It may be necessary to make changes to your existing Agreement. In some cases, a new one may be required, depending on the organization’s final structure. Any changes to the Agreement may call for a review and, potentially, approval by HOOPP’s Board of Trustees.

How does this affect our employees?

Existing HOOPP members are not impacted by an organizational change as long as their new employer participates in the Plan. In this case, members will continue to contribute to HOOPP and grow their pension regardless of which HOOPP employer they work for.



If the organizational change includes employees who were not previously part of HOOPP, they will be eligible to join the Plan.

We will provide you with all the information you need to understand any other special considerations that may apply to your employees.

How does this impact our HOOPP administration?

Regardless of the complexities associated with organizational change, we will continue to provide you with the administrative support to help you manage your daily processes and activities related to the Plan.

While your obligations and day-to-day activities in managing your HOOPP members and remitting regular contributions to HOOPP remain unchanged, there are additional activities you will need to complete to transfer these members and their information to their new HOOPP employer.

Initially, you may wish to continue to administer your HOOPP members under separate employer codes, even though they are now merged under one organization. You will still be considered one participating employer, even though you administer your members under separate groups.

This is typically beneficial when you have not yet merged all your internal administrative systems and processes. For example, you continue to manage different payroll systems for each of the employee groups and use different HR and finance systems.

Later, when the timing is right, you can combine your HOOPP administration under a single employer code. The approach you choose will be specific to your own needs and circumstances.

We're here to help

You can reach out to your Regional Manager to discuss the organizational change and come up with a plan that best supports your HOOPP administration needs.



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