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Tel: 888.602.2742
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ACA Elevate

Option 1 ~ *Year-end Filing*

Presented By: Holly Lam, Employer Solutions Specialist



- HR Benefits
- HR Management
- HR Services

We're proud to offer a full-circle solution to your HR needs. BASIC offers collaboration, flexibility, stability, security, quality service and an experienced staff to meet your integrated HR, FMLA and Payroll needs.

● ● ● IRS Section 6055



Section 6055 - Insurance Company & Self Insured Plans

- Transmits coverage information to IRS using Form 1094-B
- Provides information to insured individuals using Form 1095-B (Including information on Covered Dependents.)
- If your company is Self-Insured you have to complete ACA Reporting regardless of how many employees you have.

Section 6056



Section 6056 - Large Employer Reporting (50 or more FTEs)

- Transmits coverage information to IRS - Form 1094-C & Form 1095-C
- Provides coverage information to all covered employees using Form 1095-C

If you are unsure whether or not you are an ALE (Applicable Large Employer) you can visit the IRS Website here <https://www.irs.gov/affordable-care-act/employers/determining-if-an-employer-is-an-applicable-large-employer> to learn more about how to determine this.



1094-C Form



120117

Form **1094-C**

Department of the Treasury
Internal Revenue Service

Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns

Information about Form 1094-C and its separate instructions is at www.irs.gov/form1094c

CORRECTED

OMB No. 1545-2251

2016

Part I Applicable Large Employer Member (ALE Member)

1 Name of ALE Member (Employer)		2 Employer identification number (EIN)	
3 Street address (including room or suite no.)			
4 City or town	5 State or province	6 Country and ZIP or foreign postal code	
7 Name of person to contact		8 Contact telephone number	
9 Name of Designated Government Entity (only if applicable)		10 Employer identification number (EIN)	
11 Street address (including room or suite no.)			
12 City or town	13 State or province	14 Country and ZIP or foreign postal code	
15 Name of person to contact		16 Contact telephone number	
17 Reserved			

For Official Use Only



18 Total number of Forms 1095-C submitted with this transmittal

19 Is this the authoritative transmittal for this ALE Member? If "Yes," check the box and continue. If "No," see instructions

Part II ALE Member Information

20 Total number of Forms 1095-C filed by and/or on behalf of ALE Member

21 Is ALE Member a member of an Aggregated ALE Group? Yes No

If "No," do not complete Part IV.

22 Certifications of Eligibility (select all that apply):

- A. Qualifying Offer Method
 B. Reserved
 C. Section 4980H Transition Relief
 D. 98% Offer Method

Under penalties of perjury, I declare that I have examined this return and accompanying documents, and to the best of my knowledge and belief, they are true, correct, and complete.



1095-C Form



600117

Form 1095-C
Department of the Treasury
Internal Revenue Service

Employer-Provided Health Insurance Offer and Coverage

Do not attach to your tax return. Keep for your records.

Information about Form 1095-C and its separate instructions is at www.irs.gov/form1095c

VOID

OMB No. 1545-2251

CORRECTED

2016

Part I Employee

1 Name of employee		2 Social security number (SSN)		7 Name of employer		8 Employer identification number (EIN)	
3 Street address (including apartment no.)				9 Street address (including room or suite no.)		10 Contact telephone number	
4 City or town	5 State or province	6 Country and ZIP or foreign postal code		11 City or town	12 State or province	13 Country and ZIP or foreign postal code	

Applicable Large Employer Member (Employer)

Part II Employee Offer of Coverage

Plan Start Month (Enter 2-digit number):

	All 12 Months	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
14 Offer of Coverage (enter required code)													
15 Employee Required Contribution (see instructions)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
16 Section 4980H Safe Harbor and Other Relief (enter code, if applicable)													

Part III Covered Individuals

If Employer provided self-insured coverage, check the box and enter the information for each individual enrolled in coverage, including the employee.

	(a) Name of covered individual(s)	(b) SSN or other TIN	(c) DOB (if SSN or other TIN is not available)	(d) Covered all 12 months	(e) Months of Coverage											
					Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
17				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Quicker Deadlines



No Indication of an Extension for 2016 Reporting Deadlines!!!

- For 2016 and later years 1095-Cs must be distributed to employees by the first business day on or after January 31
- The 1094-C and 1095-Cs must be filed with the IRS
 - Filing by Mail: By the first business day on or after February 28 if filing by mail
 - Filing Electronically: By the first business day on or after March 31 if filing electronically



Pay or Play Reporting



IRS requires insurers and large employers to file reporting forms in order to enforce the Pay or Play Penalties

For calendar year 2016, the \$2,000 penalty is \$2,160 and the \$3,000 penalty is \$3,240



Reporting Penalties



- IRS can assess \$250 penalty per return for late, incomplete or incorrect forms
- In addition to filing reports with the IRS, the ACA requires employers to provide certain forms to employees, similar to the existing W-2 reporting requirements. It is important for employers to be aware that the penalties apply separately to both requirements. For example, a failure to file a Form 1095-C with the IRS and a failure to furnish the same Form 1095-C to the employee will result in two penalties of \$250 each, or \$500 per affected employee.
- IRS will grant relief for incomplete or incorrect returns for first year if good faith effort... **but not for the 2016 Reporting Year and after!**

Lessons Learned from 2015



What were some of the major pain points for employers when it came to ACA reporting in 2015?

- Information needed for reporting may reside across multiple tracking or software systems. HRIS and Payroll systems don't have all of the required information.
- There may be coordination problems between multiple departments to get the data and getting the data out of the system may be complicated.
- Organizations may not have been gathering all of the data needed for ACA compliance.
- Administratively intensive and employers have to dedicate resources, time and a lot of energy to complete the forms.
- Might have to track employees and have a tracking system in place to determine whether employees are entitled to benefits at end of the measurement period.

Why ACA Elevate?



Why should employers choose BASIC's Stand-alone Solution: ACA Elevate over their payroll provider or doing it in-house?

- Accurate forms
- Timely transmissions
- Correct coding for lines 14, 15, 16
- Excellent customer support
- Takes away the stress and complexity of tracking and calculating employee hours with ACA hours tracking and monitoring service
- Assuming the liability for accuracy of the transmittal to the IRS, timing of the employee forms and accuracy of the information — of course we can't be held responsible for the data that you or your carrier provide but if we make the error, then we will make it right.
- BASIC's experienced compliance team is answering your questions and guiding you through the whole process with minimal work involved on Employer's part

A Simple Solution to a Complex Problem



1. **ELEVATE: Option 1 - No need for regular feed of data**– BASIC's file works off of a two MS Excel workbook uploads with employee and coverage data at year-end. Focus on key deliverables for employers with simpler reporting needs. Perfect stand-alone solution for companies with 0 – 10 variable hour employees!
2. **Real Time Access** – Access your workbook and workbook training videos online anytime
3. **Flexible**– Choose from a variety of outputs and reporting formats as well as mail and eFiling solutions.
4. **Unsurpassed Support** – BASIC provides both technical support as well as access to our Compliance Experts for complex ACA questions



Automation

- Completes Employer form 1094 C
- Batch completes Employee form 1095 C
- Generates Summary Report In Excel
- Optional Print/mail of 1095 C forms to employees' homes
- eFiling with IRS automatically included

Built-In Logic and Security

- Determines Correct Indicator Codes
- Assigns Correct Plan Effective Dates
- Calculates 70 and 95% Offer Thresholds
- Interprets Safe Harbor and Transition Relief Designations



Questions



- HR Benefits
- HR Management
- HR Services

We're proud to offer a full-circle solution to your HR needs. BASIC offers collaboration, flexibility, stability, security, quality service and an experienced staff to meet your integrated HR, FMLA and Payroll needs.