



ACA Elevate

Year-end Filing

Presented By: Matt Steffic



- 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.

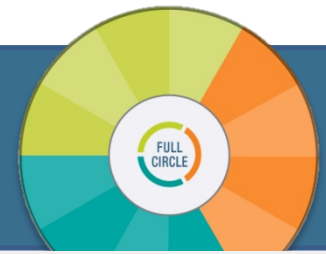
Pay or Play Reporting



- IRS requires insurers and large employers to file reporting forms in order to enforce the pay or play penalties

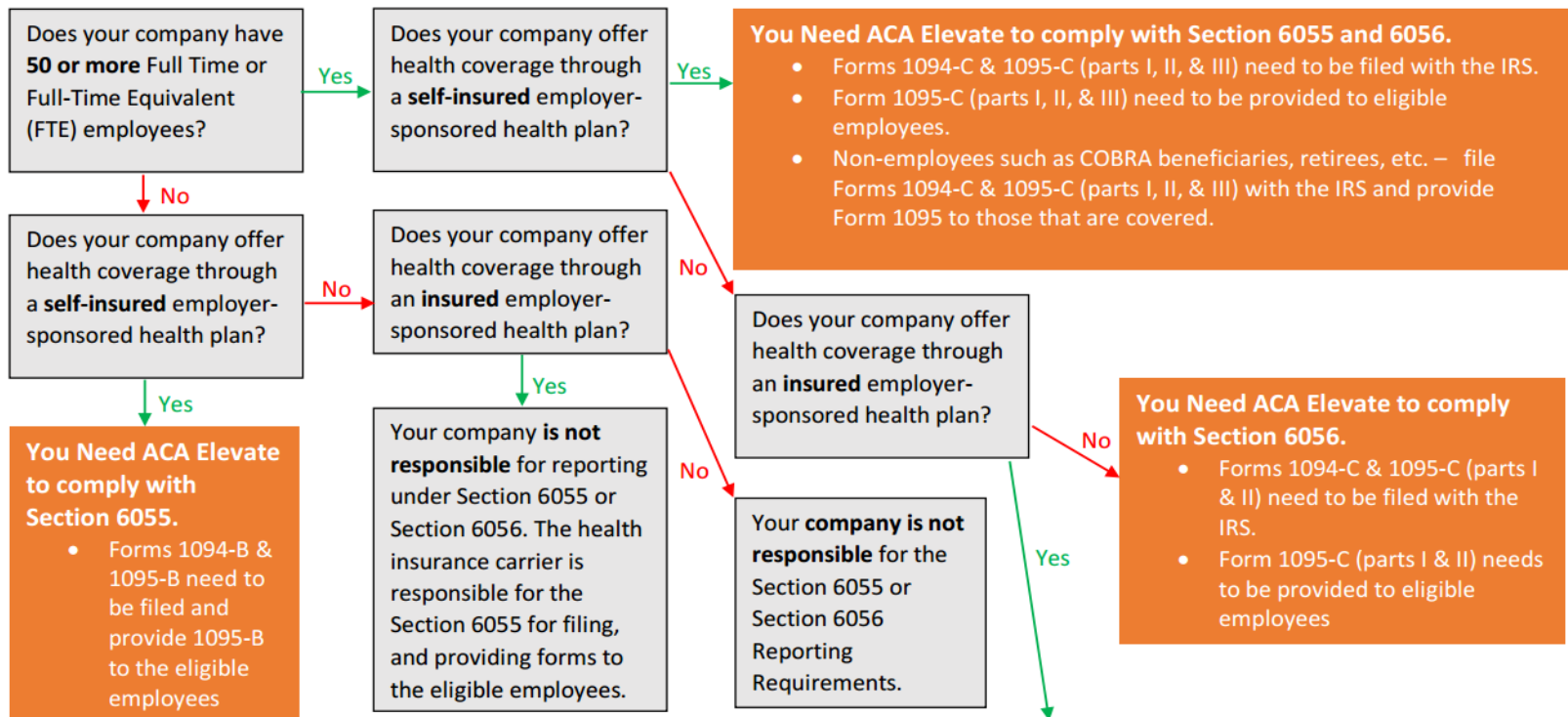


Does Your Company Need to Comply?



6055 & 6056 Reporting

ACA Elevate: Decision Tree *by BASIC*



BASIC's ACA Elevate is a stand-alone solution that generates 1094-C & 1095-C Forms and electronic filing with simple uploads of a MS Excel workbook. ACA Elevate offers 2 different solutions to ensure every employer remains compliant with the 6055 and 6056 reporting requirements.

You Need ACA Elevate to comply with Section 6056. The health insurance carrier will fill and provide Section 6055 forms on your behalf.

- Forms 1094-C & 1095-C (parts I & II) need to be filed with the IRS.
- Form 1095-C or a similar statement needs to be provided to eligible employees
- Non-employees such as COBRA beneficiaries, retirees, etc. either:
 - a. If **not** your employee for all 12months- The health insurance carrier will file with the IRS & provide section 6055 forms on your behalf ; OR
 - b. If your employee for 1 or more months- File Forms 1094-C & 1095-C with the IRS and provide Form 1095-C to reporting those months while employed

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 2017 Reporting Year and after!**

Quicker Deadlines



No Indication of an Extension for 2017 Reporting Deadlines!!!

- For 2017 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

Lessons Learned from 2015 & 2016



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

- 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.
- Employers have to dedicate resources, time and a lot of energy to complete the forms.
- IRS transmission issues: corrections process continues (SSN/TINs are being rejected 7-10% of the time)

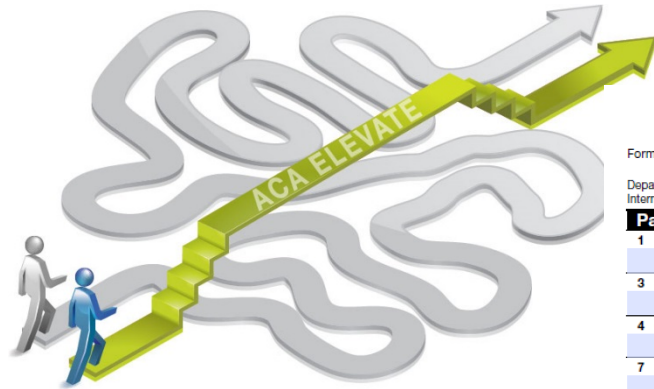
Why ACA Elevate?



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
- 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

ACA Elevate: 6055 and 6056 Reporting for any employer!



Varying Levels of Complexity:
 Self-Insured, Fully-Insured,
 Controlled Groups, Union &
 Non-Unions – BASIC can
 handle them all!

120118

OMB No. 1545-2251

2017

Form **1094-C** **Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns** CORRECTED

Department of the Treasury
Internal Revenue Service

► Go to www.irs.gov/Form1094C for instructions and the latest information.

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			
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 <input type="checkbox"/>			

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):**

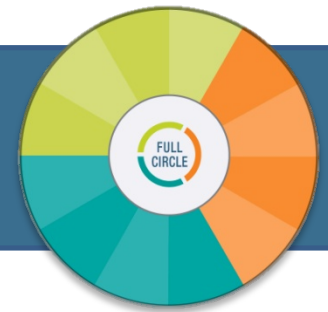
A. Qualifying Offer Method B. Reserved C. Reserved D. 98% Offer Method

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.

Signature _____ Title _____ Date _____



A Simple Solution to a Complex Problem



1. **ELEVATE: Filing Only- No need for regular feed of data**– BASIC's file works off of a simple MS Excel workbook upload with employee and coverage data at year-end. Focus on key deliverables for employers with simpler reporting needs. Perfect stand-alone solution for companies who don't want to pay extra to upgrade their payroll platform
2. **Real Time Access** – Access training videos, your workbook, view draft forms and make changes 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

ACA Elevate: The Process



Input

- Employer Information
- Employee Classifications

Upload

- Employee census
- Dependent Census (if self funded)

Generate Reports

- 1094/95C to PDF
- Generates eFiling format
- Summary report

ACA Elevate Year-end Filing-Responsibilities

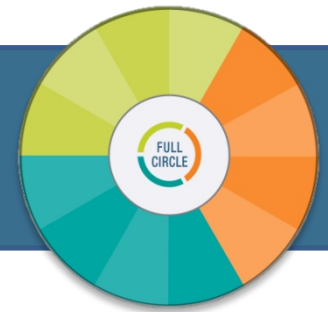


Stage	BASIC	Client
Implementation and Welcome	Set-up client in database. Welcome E-mail sent to Admin user	
System Training	Provide Support	Training sessions available at www.acaelevate.com web landing (log in page)
Data Collection	Provide Support	Upload intake spreadsheet and validate data.
Final Intake & Run	Work with client to update changes and correct errors.	Update data for year-end filing. This can be done with an intake spreadsheet upload or by individual employee within acaeevelate.com
e-Filing and Mailing	eFile to IRS & Mail (if BASIC mail service selected)	“or” BASIC will provide an electronic file to client for distribution to employees

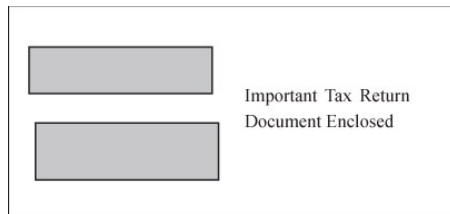
ACA Elevate: System Calculates Correct Codes



Step 9. ACA Elevate – Form Filing and Distribution



Mail Option*

A screenshot of the top portion of Form 1095-C, "Employee-Provided Health Insurance Offer and Coverage". The form includes fields for the employer's name, EIN, and the year (2015). It also contains checkboxes for "VOID" and "CORRECTED". The form is divided into several parts, including "Part I: Employee Offer and Coverage" which features a grid for listing employees and their coverage status for each month of the year.

- ✓ Print and mail to employees home

eFiling to IRS (automatically included with ACA Elevate)



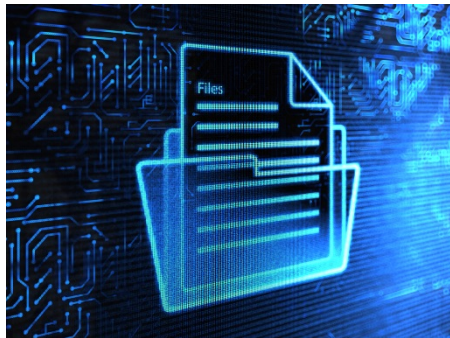
- ✓ Transmits data to the IRS
- ✓ Check status of filing

*Additional Cost

Coming Soon – ACA Transact



BASIC ACA Transact will be ideal for larger employers (500+ employees) who have the resources and internal staff to gather the necessary data and assign coding on a BASIC's workbook. However, they need assistance with transporting that data from an excel workbook to the appropriate forms.



1. Access to basicacatransact.com portal
2. Complete workbook, upload through portal validation
3. Access to view and edit forms within the portal
4. Ability to print final forms in PDF format as well as eFile electronically with the IRS through the portal
5. 2 1095 form mailing options available (bulk mail to employer or mail directly to employees) *additional fees apply



[Request a price quote or proposal for one or more of BASIC's services.](#)

- FMLA
- FSA / HRA / HSA
- COBRA
- Payroll & Timekeeping
- Absence Management

**Learn more about
BASIC's Employer
Compliance
Service**

- [ERISA Essentials](#)
- [ACA Elevate](#)



- 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.

Contact Us



HR solutions should be simple.
Keep it BASIC.



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