



**CUSTOMER
FOCUS** 2016

JULY 27-29, 2016 - THE PHOENICIAN RESORT & SPA



2015 Affordable Care Act Presentation

Sal Ashek – Software Solutions Advisor, Computer Guidance Corporation

James Carroll – Manager of Applications Support, Computer Guidance Corporation

Penny Chambers – Sr. Application Support Lead, Computer Guidance Corporation

Lee Hampton – Business Analyst, Computer Guidance Corporation



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Important!

All customers should gain an understanding of the ACA laws and how to apply them.

Please contact your tax advisor to clear up any confusion about the law.

Armed with the knowledge of the ACA reporting requirements, follow the steps in the detailed documentation provided on our website to gain an understanding of the fields that have been added to eCMS in order to populate the appropriate information and produce the 1094C and 1095C eForms and XML's.

After viewing this video and reading the detailed documentation, any further questions **regarding eCMS** should be submitted via the online support process.

Any questions pertaining to the ACA law should either be submitted to your tax advisor or researched on the IRS website.



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ACA Documentation on Website

CGC Customer Support Website

<http://www.computerguidance.com>

Login Requirements:

User Name: Customer Number

Password: Postal Code

Documentation Available under:

Resources >

QE and YE Documentation >

Affordable Care Act – ACA

ACA Setup and Implementation Instructions

Handling Union Employee Enrollment In HR for ACA

Dependent Import

Instruction for populating the “ACA Produce Reporting Field” in HR



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ACA Phase I



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HR Defaults

Admin > Application Installation > Setup Default Values > HR Default > **Screen 4**

15 000 PC's Application Installation SYS530

Human Resources

1094-C Line 22

ACA Cert & Misc	
<input checked="" type="checkbox"/>	Qual Offer Method
<input checked="" type="checkbox"/>	Qual Offer Method Trans Relief
<input checked="" type="checkbox"/>	Section 4980 Trans Relief
<input type="checkbox"/>	98% Offer Method
<input checked="" type="checkbox"/>	Self-Insured

HRSS Categories

HRSS Categories	ACA
401K	<input type="checkbox"/>
Medical Ins	<input checked="" type="checkbox"/>
Dental Ins	<input type="checkbox"/>
Life Ins	<input type="checkbox"/>
SDI Ins	<input type="checkbox"/>
HRSS Default	<input type="checkbox"/>
	<input type="checkbox"/>

Select 1 HRSS Category

1095-C Part III Covered Individuals is only populated if the H/R Default "Self-Insured" value is "Y"

If the employer meets the eligibility requirements and is using one of the Offer Methods and/or one of the forms of Transition Relief indicated, it must check each applicable box.



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ACA Maintain Lowest Self Premium Rate

HR > ACA

Human Resources	Self Premium Rate	HRP40401						
<table border="1"><tr><td>Co</td><td>15</td></tr><tr><td>Div</td><td>0</td></tr><tr><td>Effective Date</td><td>> 01/01/2015</td></tr></table>			Co	15	Div	0	Effective Date	> 01/01/2015
Co	15							
Div	0							
Effective Date	> 01/01/2015							

1095-C Line 15

Complete line 15 only if code 1B, 1C, 1D, or 1E is entered on line 14 either in the "All 12 Months" box or in any of the monthly boxes.

User can enter more than one record for a given year. Coverage can also overlap years due to coverage start date



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ACA Maintain Lowest Self Premium Rate (cont.)

HR > ACA

Human Resources	Self Premium Rate	Mode: Update HRP40402				
<table border="1"><tr><td>Effective Date</td><td>01/01/2015</td></tr><tr><td>Lowest Self Premium</td><td><input type="text" value="94.00"/></td></tr></table>			Effective Date	01/01/2015	Lowest Self Premium	<input type="text" value="94.00"/>
Effective Date	01/01/2015					
Lowest Self Premium	<input type="text" value="94.00"/>					
<p>1095-C Line 15 (cont.)</p> <p>Lowest-cost monthly premium for self-only minimum essential coverage providing minimum value that is offered to the employee. This amount may not be the amount the employee is paying for the coverage, for example, if the employee chose to enroll in more expensive coverage such as family coverage.</p> <p>Enter the amount including any cents.</p>						



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H/R Benefit Master Maintenance

HR > Maintenance >

Human Resources Benefit Master Maintenance Mode: Update HRP02002 HRP006 13

Benefit Number: 800
UDC

Description:
ACA H/R Deduction

Reporting Benefit: 0
Benefit Type: 2-Deductions
Benefit Value: 0.00
Value Description:
Age to Use for Calculation: -Period End
Frequency Code: 0-Not automat taken
Use PW Fringe:

Unit Cost: 0.00
Unit Limit:
Unit of Measure: E
Match Maximum: 0.00
Employee Maximum: 0.00
Percent of Wage: 0.00
Include Commission
Rounding: 0-None 0

HRSS Benefit Category: Medical Ins
Provider Phone Number: 0
Provider Website:
ACA:

Field must be entered exactly as it is in HR Default.
Unable to select from prompt – Tip – Use Copy/Paste

Identifies if the Benefit or Deduction is exposed

Benefit Deduction Calculation
Fixed Amount: 0.00
Arrears Deduction Amount: 0.00
Percent Rate: 0.00
Arrears Deduction Percent: 0.00
Percent Code:
Calculation Method:
Regular Hour Rate: 0.000
Overtime Hour Rate: 0.000
Other Hour Rate: 0.000
Gross Pay Code: 0-All Hourly Gross
Maximum Hours: 0.00
-Per Pay Period
Associated Ben/Ded: 0

Benefit Match Calculation
Match this Benefit:
Employee Deduction: 0
Matching Percent: 0.00
Pay Period Maximum: 0.00
Maximum Code:
Pay Period Minimum: 0.00
COBRA Eligible:
FSA Code:
RRSP Number: 0
Processing Sequence: 0

Taxable:
Include in Gross:
Include in Net:
Include in 401K:
Print on Check Stub:
Cost Distribution:
Cost Type:
Declining Deduction:
Union Number:
Union Code: 0
Table Code: 0
Table Qualifier: none
GTL Benefit: 0



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H/R Employee Data Maintenance

HR > Maintenance > Personnel Data > **General Screen**

Human Resources																Employee Data Maintenance																Mode: Update		HRP12001		HRPM06 - 4																															
General				General 2		Attendance		Behavioral Prof		Benefit/Deducti		Benefits Select		Comment		Comp Time		Company Propert		Contact		Dependents		Education		Emp Deductions		Employment		Events		Grievance		History																																	
Ind Specialty		Insurance		Language Skills		Medical		Memberships		Military Servic		Occupation Hist		References		Resume		Salary Review		Skill History		Skill Inventory		State/Local		Termination His		Termination Lis		Training		UDC																																			
Social Security Number: 000-00-0800																																		Employee Name: Albert C Ames																																	
Full Name: Albert C Ames																	Address 1: 875 S Fork Road																																																		
First Name: Albert																	Address 2:																																																		
Middle Name 1: Charles																	Address 3:																																																		
Middle Name 2:																	City: Gilbert																																																		
Last Name: Ames																	State: AZ																																																		
Name Suffix:																	Zip/Postal Code: 85800																																																		
Name Abbreviation: AMES A																	Phone Number: 480 8008888																																																		
Employee Class: 0																	Payroll Employee																	Dates																	Driver's License																
Employee Type:																	Employee Number: 800																	Hire: 01/01/2007																	Number:																
Marital Status: Married																	Company Number: 15																	Rehire: 01/01/2007																	Expiration:																
Gender: Male																	Division Number: 0																	Adjusted Date of Hire:																	Class:																
Handicap Code:																	Department Number: 100																	Available:																	Issuing Authority:																
Minority Code: 1																	Security Rating: 0																	Review:																	Employee State: 50																
Officer: No																	EEO Category: 0																	Birth Date: 07/01/1995																	Employee Local: 0																
Permanent Resident: <input checked="" type="checkbox"/>																	Blood Type:																	Birth Place:																	Emergency Contact																
Benefit Group:																	Insurance Plan: 0																	Occupation:																	Test 2																
Security Level: 1-Craft Lbr																	Country:																	ACA																	Phone Number: 0 0																
Full Time Employee: <input checked="" type="checkbox"/>																	Full Time Date: 01/01/2007																	Manager: 0																	Supervisor: 0																
Plan Start Month: 1																	1095C Line 14:																	Company: 0																	Company: 0																
1095C Line 16:																	Produce Reporting: <input checked="" type="checkbox"/>																	Division: 0																	Division: 0																

Required in 2016

Required



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > **General Screen**

- **ACA fields on the 1st screen of employee Personal Data**
- **Full Time Employee** - identify if the employee is full time and is informational only for eCMS. Optional field for eCMS
- **Date Full Time** – date employee became full time and is informational only for eCMS. Optional field for eCMS
- **Plan Start Month** – if populated this value will be used as the reported month the employee’s plan started. **Optional field for eCMS for 2015. Will be required for 2016.**
- **1095C Line 14** – if populated this value may be used for line 14 for each month the employee is reported. Optional field for eCMS
- **1095C Line 16** – if populated this value may be used for line 16 for each month the employee is reported. Optional field for eCMS
- **Produce Reporting** – **required field for employee to be included in ACA Reporting both forms and XML; a utility function has been developed to allow one to populate this value en masse.**



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > **Benefit / Deduction Screen**

Human Resources Benefit/Deduction Enrollment Mode: Update HRP12801 HRP12801 - 8

Social Security Number: 000-00-0800 Employee Name: Albert C Ames

General	General 2	Attendance	Behavioral Prof	Benefit/Deduct	Benefits Select	Comment	Comp Time	Company Propert	Contact	Dependents	Education	Emp Deductions	Employment	Events	Grievance	History
Ind Specialty	Insurance	Language Skills	Medical	Memberships	Military Servic	Occupation Hist	References	Resume	Salary Review	Skill History	Skill Inventory	State/Local	Termination His	Termination Lis	Training	UDC

Vac/Sick/Comp:

Benefit Number: ACA H/R Deduction

Frequency Code:

Start Date:

End Date:

Declined:

Date Declined:

Deduction/Benefit Amounts

	Year-to-Date	To-Date	Remaining
Employee:	125.00	125.00	0.00
Employer:	0.00	0.00	

Calculation Overrides

Fixed Amount: Arrears Deduction Amount:

or

Percent: Arrears Deduction Percent:

Code:

or

Regular Hour Rate: Calculation Method:

or

Overtime Hour Rate:

Other Hour Rate:

Gross Pay Code:

Accounts Payable Integration

Vendor Number:

Vendor Location:

Company Number:

Division Number:

Discretionary Deduction:

Fields used to determine what months to populate line 14 monthly buckets with Offer Of Coverage "1H"

Control Employee ACA Values – Only displayed if benefits / deduction is ACA exposed



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > **Benefit / Deduction Screen** > **Override ACA**

Human Resources	Employee ACA Values	HRP13101
<div data-bbox="961 412 1129 483" style="border: 1px solid black; padding: 2px;">Year <input type="text" value="2015"/></div> <div data-bbox="919 571 1178 631" style="border: 1px solid black; padding: 5px; text-align: center;">Year Specific</div> <div data-bbox="474 727 1623 824" style="border: 1px solid black; padding: 10px; text-align: center; margin: 20px 0;"><p>The Override ACA button on the previous screen allows user to setup 1095C Lines 14 - 16 report for the employee</p></div> <div data-bbox="331 922 1766 1097" style="border: 1px solid black; padding: 10px; text-align: center;"><p>The system will not try to programmatically derive the 1095C columns for the 'Offer of Coverage', 'Employee Share of Lowest Cost Monthly Premium for Self Only Minimum Value Coverage', and 'Applicable Section 4980H Safe Harbor' when producing the forms or XML detail if a record has been setup for the employee for a given year's processing</p></div>		



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > Benefit / Deduction Screen > Override ACA

Human Resources Employee ACA Values Mode: Update Add HRP13102

Year: 2015

Month	Offer of Coverage Code	Self Only Cost	4980H Safe Harbor Code
1:	1H	0.00	2A
2:	1H	0.00	2A
3:	1H	0.00	2D
4:	1H	0.00	2D
5:	1E	95.00	2C
6:	1E	95.00	2C
7:	1E	95.00	2C
8:	1E	95.00	2C
9:	1E	95.00	2C
10:	1E	95.00	2C
11:	1H	0.00	2B
12:	1H	0.00	2A

Offer of Coverage Code 1095C Line 14

4980 Safe Harbor Code 1095C Line 16

Self Only Cost - 1095C Line 15
Will Allow a Value to be input if 'Offer of Coverage Code is equal to one of the following:
1B - 1C - 1D - 1E



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > Benefit / **Dependents** > **Override ACA**

Human Resources Dependent ACA Coverage HRP13301

Year 2015

Year Specific

The Override ACA button on the previous screen allows user to control by month the Dependent ACA Coverage

The system will not try to programmatically derive the Dependent ACA Coverage if a detail record has been setup for the dependent for a given year's processing



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H/R Employee Data Maintenance (cont.)

HR > Maintenance > Personnel Data > Benefit / **Dependents** > **Override ACA**

Human Resources Dependent ACA Coverage Mode: Update HRP13302

Year: 2015

Dependent Name	Month:	1	2	3	4	5	6	7	8	9	10	11	12
Annabie C Ames		<input type="checkbox"/>											
Beverly B Ames		<input type="checkbox"/>											
Justin J Ames		<input type="checkbox"/>											

Setup Dependents Coverage by Month for each dependent



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ACA Reporting Considerations

- **ACA Create Union HR Enrollment Records** - this feature creates benefit enrollment records for use in ACA reporting for employees that belong to a union that provides the union member with health benefits.
- **HR Dependent Import** - using the options on the Dependents Import menu, you can import, print, edit, and update Dependents Import records.
- **ACA Populate Produce Reporting Field** - this feature will check the ACA Produce Reporting field in the Employee Personal Data Extension File (**HRTEMPXT**) which is required for an employee to be included in ACA Reporting.
- The documentation for all three options can be found on the '**ACA Documentation on Website**' slide above.



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ACA Phase II

- **During Phase II of the following will occur**
 - Intermediate files will be created
 - These files will be used to produce the 1094C and 1095C Content tables (and registers)
 - These registers will be used to audit what will be reported



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ACA Create1094C/1095C Content

HR > ACA > Screen 1

Human Resources Create 1094C/1095C Content HRP40601

All Co/All Div Security Input Fields Company Division Federal Id (EIN)	Company Name for Co/Div	15	0	Company
	Include Co(s)/Div(s) with a Common Federal ID#	123-456789		Division
	Year	2015	Authoritative Transmittal	Y
	Default Offer of Coverage	1H	Member of Aggregated ALE Group	<input checked="" type="checkbox"/>
	Default Section 4980H Safe HarborCode	2E		Fed ID -EIN
	Contact Person	FRIST	(First)	
		MIDDLE	(Middle)	
		LAST	(Last)	
	Telephone	123	1234567	Ext 1234
	Run Comment	RUN JOB ID FOR 165638		
Run Job ID	165638 (Supplied by Run)			
SSN Last 4 Digits	<input checked="" type="checkbox"/>			
Outq/Hold/Save	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**Single Co/All Div
Security Input Fields
Division
Federal Id (EIN)**



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ACA Create1094C/1095C Content

HR > ACA (cont.) > Screen 1

- **Year** – 4 digit long
- **Authoritative Transmittal** – is hard coded as ‘Y’ output only, the 1094-C transmittal being produced is the final.
- **Member of Aggregated ALE Group** - is a ‘Y’/‘N’ checkbox. If ‘Member of Aggregated ALE Group’ is checked ‘yes’ additional input fields for ‘Other ALE Members of Aggregated ALE Group Member names and EIN numbers will be displayed on the next screen.
- **Default Offer of Coverage** – Used to populate line 14 if no values exist in either the Employee ACA Override or the Personnel Data General tab.
 - If no value is found for Line 14 and the H/R Default flag for Qualified Offer Method is ‘Y’, then line 14 value(s) will be populated with ‘1A’ (Qualifying Offer)



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ACA Create1094C/1095C Content

HR > ACA (cont.) > Screen 1

- **Default Section 4980H Safe Harbor Code** - Used to populate line 16 if no values exist in either the Employee ACA Override or the Personnel Data General tab.
- **Contact Person** – name fields are 25 long. Both First and Last names are required
- **Telephone** - input is required for area code and phone number
- **Run Comment** – is a 50 long alpha field to be used to help user identify content for the run. This field is required; each run is retained for later potential use
- **Run Job ID** – is the job number found in the program SDS and is inhibited/protected – it is being used to help insure uniqueness of the run content; each run is retained for later potential use



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ACA Create1094C/1095C Content

HR > ACA (cont.) > Screen 1

- **SSN Last 4 Digits** – is a ‘Y’ or ‘N’ value used to determine if the listing/register is to print the entire SSN or just the last four digits
- **Outq/Hold/Save** – used to control the output specifics of the listing/register



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ACA Create1094C/1095C Content

HR > ACA > Screen 2

Human Resources

Create 1094C/1095C Content

HRP40602

	MEC Offer	ALE Member Full Time	Empl Counts Total	Aggregated Group Ind	Section 4980H Trans Relief Indicator	Other ALE Members of Aggregated ALE Group	
						Name	EIN
All 12 Months:	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
January :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
February :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
March :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
April :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
May :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
June :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
July :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
August :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
September:	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
October :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
November :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
December :	<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

In order to understand this screen you will need to read IRS specifications



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ACA Create1094C/1095C Content

HR > ACA > Screen 2

- **Values** can be entered once for 'All 12 Months' or per month
- **MEC Offer Indicator** - is a checkbox 'Y' or 'N'
- If the Offer Method Trans Relief is 'Y' in the HR defaults , then the 'All 12 Months' value must be checkbox 'Y' or some (or all) of the twelve monthly must be checkbox 'Y' (and the 'All 12 Months' value is 'N').
- The same rules apply if the **98% Offer Method is 'Y'** in the HR defaults.
- **ALE Member Emp Count Full-Time** - if the **98% Offer Method is 'Y'** in the HR Defaults , 'All 12 Months' and the twelve monthly buckets can all be zero.
- **ALE Member Emp Counts Total** – total values (for both the 'All 12 Months': value and the twelve monthly buckets) must be greater than or equal to the corresponding 'ALE Member Emp Counts' 'Full-Time' values



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ACA Create1094C/1095C Content

HR > ACA > Screen 2

- **Aggregated Group Ind** - is a 'Y'/'N' checkbox

- **Section 4980H Trans Relief Indicator (A/B)** -
 - **If the H/R Default Section 4980H Trans Relief value is 'N'**, the 'All 12 Months' value and the twelve monthly buckets must be blank

 - **If the H/R Default Section 4980H Trans Relief value is 'Y'**, then either the 'All 12 Months' value or the twelve monthly buckets are populated.

- **Other ALE Members of Aggregated ALE Group** -
 - **Name** – is 30 long alpha

 - **EIN** – is 15 long alpha. The actual federal awarded ID's are 9 digits long with a dash

 - **Note:** both name and EIN values must be entered if either value is entered per pair.



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Phase II – Register 1094C

DATE 12/18/15 HRP407 H/R - ACA: Report for HRP94C/HRP95C/HRP95CCV Content TIME 8.21 PAGE 1
 Year of Run: 2015 Federal Id No: 11-2233445 Job Number: 448770 Run Co: 15 Run Div: 000 SSN Last 4 Digits: Y
 COMMENT FOR RJD 448770

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

Part I - Applicable Large Employer Member (ALE Member)

1 Name of ALE Member (Employer) 2 Employer identification number (EIN)
 PC's Construction - 40.0 11-2233445
 3 Street Address (including room or suite no.)
 1 Easy Street SUITE 123
 4 City or town 5 State or province 6 Country and Zip or foreign postal code
 Gold Canyon MD US 12345-6789
 7 Name of person to contact 8 Contact telephone number
 PENNY J CHAMBERS (480) 444-7000
 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

18 Total number of Forms 1095-C submitted with this transmittal 1
 19 Is this the authoritative transmittal for this ALE Member? If "Yes," check the box and continue. If "No," see instructions X

Part II - ALE Member Information

20 Total number of Forms 1095-C filed by and/or on behalf of ALE Member 1
 21 Is ALE Member a member of an Aggregated ALE Group? Yes X No
 If "No," do not complete Part IV.
 22 Certifications of Eligibility (select all that apply):
 X A. Qualifying Offer Method X B. Qualifying Offer Method Transition Relief X C. Section 4980H Transition Relief D. 98% Offer Method

Part III - ALE Member Information Monthly

		(a) Minimum Essential Coverage Offer Indicator		(b) Full-Time Employee Count for ALE Member	(c) Total Employee Count for ALE Member	(d) Aggregated Group Indicator	(e) Section 4980H Transition Relief Indicator
		Yes	No				
23	All 12 Months	Y	N	350	355	Y	A
24	Jan	N	Y			N	
25	Feb	N	Y			N	
26	Mar	N	Y			N	
27	Apr	N	Y			N	
28	May	N	Y			N	
29	June	N	Y			N	
30	July	N	Y			N	
31	Aug	N	Y			N	
32	Sept	N	Y			N	
33	Oct	N	Y			N	
34	Nov	N	Y			N	
35	Dec	N	Y			N	

Part IV - Other ALE Members of Aggregated ALE Group

36 Name EIN
 37 JB CONSTRUCTION 86-4444444
 38
 39
 40
 41
 42
 43
 44
 45



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Phase II – Register 1095C

DATE 12/18/15 HRP407 H/R - ACA: Report for HRP94C/HRP95C/HRP95CCV Content TIME 8.21 PAGE 2
 Year of Run: 2015 Federal Id No: 11-2233445 Job Number: 448770 Run Co: 15 Run Div: 000 SSN Last 4 Digits: Y
 COMMENT FOR RJID 448770

Form 1095-C Employer-Provided Health Insurance Offer and Coverage

Part I - Employee | Applicable Large Employer Member (Employer)

1 Name of employee Albert C Ames 2 Social security number (SSN) XXX-XX-0800 7 Name of employer PC's Construction - 40.0 8 Employer identification number (EIN) 11-2233445
 3 Street address (including apartment no.) 875 S Fork Road 9 Street address (including room or suite no.) 1 Easy Street SUITE 123 10 Contact telephone number (480) 444-7000
 4 City or town Gilbert 5 State or province AZ 6 Country and ZIP US 85800 11 City or town Gold Canyon 12 State or province MD 13 Country and ZIP 12345-6789

Part II - Employee Offer and Coverage | Plan Start Month(Enter 2-digit number): 01

	All 12 Months	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
14 Offer of Coverage (enter required code)		1H	1H	1H	1A								
15 Employee Share of Lowest Cost Monthly Premium, for Self-Only Minimum Value Coverage	\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$.00\$
16 Applicable Section 4980H Safe Harbor (enter code, if applicable)													2C

Part III - Covered Individuals
 If Employer provided self-insured coverage, check the box and enter the information for each covered individual. X

(a) Name of covered individual(s)	(b) SSN	(c) DOB (If SSN 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 Albert C Ames	XXX-XX-0800													X	
18 Beverly B Ames	XXX-XX-0802				X	X	X	X	X	X	X	X	X	X	
19															
20															
21															
22															



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Important Links to IRS ACA Instruction Guides and Forms

- **We highly recommend you access these sites** – They contain information you will need to complete your ACA forms and XML properly
- **Affordable Care Act Information Returns (AIR) Program**
- <http://www.irs.gov/for-Tax-Pros/Software-Developers/Information>Returns/Affordable-Care-Act-Information-Return-AIR-Program>
- **1094-C and 1095-C Instructions**
- <http://www.irs.gov/pub/irs-pdf/i109495c.pdf>
- **Form 1094-C Link**
- <http://www.irs.gov/pub/irs-pdf/f1094c.pdf>
- **Form 1095-C Link**
- <http://www.irs.gov/pub/irs-pdf/f1095c.pdf>
-



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Important Links to IRS ACA Instruction Guides and Forms (cont.)

- **ACA Information Center for Applicable Large Employers (ALEs)**
- <http://www.irs.gov/Affordable-Care-Act/Employers/ACA-Information-Center-for-Applicable-Large-Employers-ALEs>
- **The new ACA Information Center for Applicable Large Employers page on IRS.gov** [http://www.irs.gov/Affordable-Care-Act/Employers/ACA-Information-Center-for-Applicable-Large-Employers-\(ALEs\)](http://www.irs.gov/Affordable-Care-Act/Employers/ACA-Information-Center-for-Applicable-Large-Employers-(ALEs)) features information and resources for employers of all sizes on how the health care law may affect them if they fit the definition of an applicable large employer.
-
- **The web page includes the following sections:** (1) What's Trending for ALEs, (2) How to Determine if You are an ALE, (3) Resources for Applicable Large Employers, and (4) Outreach Materials.
- **Visitors to the new page will find links to:** (1) Detailed information about tax provisions including information reporting requirements for employers, (2) Questions and answers, and (3) Forms, instructions, publications, health care tax tips, flyers and videos.



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2016 Focus ACA Issues Break Out

- Miscellaneous (housekeeping/cleanup)
- Rejects/Corrections Handling
- Changes/Enhancements to the Algorithmic Approach



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Current Items

- 1095-C-Eform print order (SS#, employee name, employee #)
- Delete function (of intermediate (content)) tables by year/run-job-id
- “Override ACA” panels need employee co/div/name/number (Hrp131FM(01,02) and Hrp133FM(01,02))



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Override ACA

Employee ACA Values

Year:

eCMS ERP by CGC - Internet Explorer

http://qa400.cgcnt.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

eCMS Company/Division: 12/000-Mini Construction 4.0

A/P A/R Admin Archival ADP BoM Comdata Copy Co Eq Acct Eq Maint ECM G/L H/R H/R-E Inquiry Integration J/C Matl Req Ord Proc P/C PIC-2 P/S

Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu

Search

Human Resources Employee ACA Values HRP13102

Year: 2015

Month	Offer of Coverage Code	Self Only Cost	4980H Safe Harbor Code
1:	1H	0.00 x	2E
2:	1H	0.00	2E
3:	1H	0.00	2E
4:	1H	0.00	2E
5:	1H	0.00	2E
6:	1H	0.00	2E
7:	1H	0.00	2E
8:	1H	0.00	2E
9:	1H	0.00	2E
10:	1H	0.00	2E
11:	1H	0.00	2E
12:	1H	0.00	2E

Previous Delete Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBOC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 909

Done Trusted sites | Protected Mode: Off 85%



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Override Dependents

Dependent ACA Coverage

Year

eCMS ERP by CGC - Internet Explorer

http://qa400.cgcnt.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

eCMS Company/Division: 12/000-Mini Construction 4.0

A/P A/R Admin Archival ADP BoM Comdata Copy Co Eq Acct Eq Maint ECM GIL HR HIR-E Inquiry Integration JIC Mail Req Ord Proc PIC PIC-2 PIS

Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Dependent ACA Coverage HRP13302

Year: 2015

Dependent Name	Month:	1	2	3	4	5	6	7	8	9	10	11	12
----------------	--------	---	---	---	---	---	---	---	---	---	----	----	----

Previous Delete Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 999

Done Trusted sites | Protected Mode: Off 85%



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Current Items

- employee # on content report
- Hrtemp95c table name (is ACA 1095C Emp Offer & Coverage)
- Hrtdpn95c presentation (can't have coverage end date in HrtDpn?)
- ? Hrt95ccv - dependent presentation
- AGI indicator couple with “member of Aggregated ALE Group” (Hrp406FM(01,02))
- edit ALE group member EIN when creating content tables
- Hrt95ccv -> name in last, first, middle order
- comma in eForms mail page between city and state of addressee address
- plan start month “00” (must populate for TY 2016 forward)
- manifest: transmitter name versus company to contact name



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Current Items

- maintain employee 1095-C Part III coverage (content tables)
- maintain content tables (Hrt94c, Hrt95c, and Hrt95ccv) before create of xml
- edit full-time count after content creation (content tables)
- employee not covered but have other covered individuals (dependents)



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ACA Corrections Submissions

New menu options 7 - 9a):

The screenshot displays the eCMS ERP by CGC web application interface. The browser window title is "eCMS ERP by CGC - Windows Internet Explorer". The address bar shows the URL "http://qa400.cgnt.com:20000/ecms/cms/menu/displayMenuNav.faces". The application header includes the eCMS logo and the text "Company/Division: 12/000-Mini Construction 4.0". A navigation menu is visible, with the "ACA" option selected. The ACA menu is expanded, showing a list of options: "1. Create Union HIR Enrollment Records", "2. ACA Populate Produce Reporting Field", "3. Maintain Lowest Self Premium Rate", "4. Create 1094C/1095C Content", "5. Create 1094C/1095C XML/eForm", "6. Create 1094C/1095C Test Scenarios", "7. Record Transmission Status Details", "8. Maintain ACA Records for Re-Submission", "9. Re-Submit ACA Data for Rejections", and "9a. Re-Submit ACA Data for Corrections". The options 7, 8, 9, and 9a are highlighted with a blue box. The footer of the application shows "powered by Computer Guidance Corporation", "User Name: HAA350 (Holly Arnett)", "LBCC Group: CRQ350 - CRQ350-only", "Menu: Main", and "Version: 4.0 | SP: 999".



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Record Transmission Status Details

The screenshot shows the eCMS ERP by CGC interface. The main window displays the 'Human Resources' section with a record for 'Record Accept, Reject, Accept' (HRP41201). The record details include: Year: 2015, Run Job ID: 165268, Receipt ID: 1095C-16-00303180, and Date: 7/26/2016. A dropdown menu is open over the 'Accept(A)Reject(R)Correct(C)' field, showing options: Accept, Accept, Reject, and Correct.

The screenshot shows the eCMS ERP by CGC interface with a dialog box open for record transmission status. The dialog box contains the following information:

- Year: 2015
- Run Job ID: 165268
- Receipt ID: 1095C-16-00303180
- Accept(A)Reject(R)Correct(C): Correct
- Date: 7/26/2016
- Reject Error Prefix: [Empty]
- XML File: 1094C_Request_BB0Rk_20160713T105925841Z
- IRS Error File Name in IFS Root: k_1095C-16-00303180_07-05-2016_04-44-49PM.UTC.xml

Buttons for 'Exit' and 'Ok' are visible at the bottom of the dialog box. The footer of the application shows 'powered by Computer Guidance Corporation', 'User Name: HAA350 (Holly Arnett)', 'LBCC Group: CRQ350 - CRQ350-only', 'Menu: Main', and 'Version: 4.0 | SP: 999'.



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Maintain ACA Records for Re-Submission

eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgnt.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

http--www.revenuquebec.c... Affordable Care Act: Inform... http--c.ycmdn.com-sites-w... Proposed Equal Pay Report ... Davis-Bacon and Related Ac... Computer Guidance Corp. ... Suggested Sites ecms

eCMS ERP by CGC

eCMS Company/Division: 12000-Mini Construction 4.0

A/P A/R Admin Archival ADP BOM Comdata Copy Co Eq Acct Eq Maint ECM G/L HIR HIR-E Inquiry Integration JIC Mail Req

Ord Proc P/C P/C-2 P/S Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Select ACA 1094C/1095C Records HRP41401

Year	2015
Run Job ID	318219
Receipt ID	1095C-16-00332922
Sequence	1
1094C	<input checked="" type="checkbox"/>
1095C	<input type="checkbox"/>

Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 999

Done Internet 100%



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1094-C Maintenance

eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgcnt.com:20000/ecs/cms/menu/displayMenuNav.faces

Wisdom-soft Customized Web Search

File Edit View Favorites Tools Help

http--www.revenuequebec.c... Affordable Care Act Inform... http--c.ymcdn.com-sites-w... Proposed Equal Pay Report ... Davis-Bacon and Related Ac... Computer Guidance Corp... Suggested Sites ecms

eCMS ERP by CGC

eCMS Company/Division: 12/000-Mini Construction 4.0

APV A/R Admin Archival ADP BoM Comdata Copy Co Eq Acct Eq Maint ECM GL H/R HIR-E Inquiry Integration JIC Mail Req

Ord Proc P/C P/C-2 P/S Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Maintain ACA 1094C Transmittal HRP416C1

Year 2015 Run Job ID 318219 Receipt ID 1095C-16-00332922 Sequence 1 Recid 0 Ag Mbr

Employer Name Mini Construction 4.0 Contact First C Middle R Last B

Addr 1 1212 NW Devonshire Addr 2 City Phoenix St AZ Zip 85016 Country USA Area Code 480 Phone# 8588555

Qual Offer 98% Offer

For Year:	MEC Y/N	FullTime Emp Total	Total Emp	AgInd	4980H	Ag ALE Members Name	EIN
Jan:	<input checked="" type="checkbox"/>	12	12				
Feb:	<input checked="" type="checkbox"/>	2	33				
Mar:	<input checked="" type="checkbox"/>	12	33				
Apr:	<input checked="" type="checkbox"/>	12	33				
May:	<input checked="" type="checkbox"/>						
Jun:	<input checked="" type="checkbox"/>						
Jul:	<input checked="" type="checkbox"/>						

MEC Offer Yes MEC Offer No Full Time Emp Total Emp Ag Group Ind Sect 4980(A/B)

powered by Computer Guidance Corporation User Name: HAA350 (Holly A

eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgcnt.com:20000/ecs/cms/menu/displayMenuNav.faces

Wisdom-soft Customized Web Search

File Edit View Favorites Tools Help

http--www.revenuequebec.c... Affordable Care Act Inform... http--c.ymcdn.com-sites-w... Proposed Equal Pay Report ... Davis-Bacon and Related Ac... Computer Guidance Corp... Suggested Sites ecms

eCMS ERP by CGC

eCMS Company/Division: 12/000-Mini Construction 4.0

APV A/R Admin Archival ADP BoM Comdata Copy Co Eq Acct Eq Maint ECM GL H/R HIR-E Inquiry Integration JIC Mail Req

Ord Proc P/C P/C-2 P/S Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Maintain ACA 1094C Transmittal HRP416C1

MEC Offer Yes	Feb:	Mar:	Apr:	May:	Jun:	Jul:	Aug:	Sep:	Oct:	Nov:	Dec:
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> 2	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 22	<input checked="" type="checkbox"/> 33	<input checked="" type="checkbox"/> 33	<input checked="" type="checkbox"/> 33
<input type="checkbox"/>											
<input type="text" value="0"/>											
<input type="text" value="0"/>											
<input type="checkbox"/>											
<input type="text" value=""/>											

Xpath Errors(page up/down)

There are no IRS rejection Xpath errors to display.

Previous Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CR0350 - CR0350-only Menu: Main Version: 4.0 | SP: 999

Internet 100%



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1095-C maintenance

eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgont.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

Company Division: 12/000-Mini Construction 4.0

Human Resources Select ACA 1094C/1095C Records HRP41401

Year: 2015
Run Job ID: 318219
Receipt ID: 1095C-16-00332922
Sequence: 1

1094C
1095C

eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgont.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

Company Division: 12/000-Mini Construction 4.0

Human Resources Maintain ACA 1095C Employee Values HRP416C2

Year: 2015 Run Job ID: 318219 Receipt ID: 1095C-16-00332922 Sequence: 1

Select	Co	Div	Employee#	Employee Name
<input type="checkbox"/>	12	0	9	Jeremy Lovett
<input type="checkbox"/>	12	0	11172013	Miguel Navaro

Previous Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 999



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1095-C maintenance

eCMS ERP by CGC - Windows Internet Explorer
http://qa400.cgcnt.com:20000/ecms/cms/menu/displayMenuNav.faces

Company/Division: 12/000-Mini Construction 4.0

Human Resources Maintain ACA 1095C Employee Values HRP416C3

Year 2015 Run Job ID 318219 Receipt-ID 1095C-16-00332922 Sequence 1 Reclt 27

Employee Co/Div 12 / 0

Number 9 SS# 12085236

Country USA

Name Jeremy Lovett Employer Name Mini Construction 4.0

Addr1 12101 North Bridgewood Ci Addr2 Addr3

City Phoenix ST AZ Zip 85016

Area Code 480 Phone # 8588555

Plan Start 11 Self Ins

Coverage Code	Self Only Cost	4980H Code
Mth 1: 1A	0.00	
Mth 2: 1E	325.36	
Mth 3: 1E	325.36	
Mth 4: 1E	325.36	
Mth 5: 1E	325.36	

Employee Name Breakout:

First Jeremy

Middle

Last Lovett

Suffix

eCMS ERP by CGC - Windows Internet Explorer
http://qa400.cgcnt.com:20000/ecms/cms/menu/displayMenuNav.faces

Company/Division: 12/000-Mini Construction 4.0

Human Resources Maintain ACA 1095C Employee Values HRP416C3

Employee Name Breakout:

First Jeremy

Middle

Last Lovett

Suffix

Mth	Coverage Code	Self Only Cost	4980H Code
Mth 2:	1E	325.36	
Mth 3:	1E	325.36	
Mth 4:	1E	325.36	
Mth 5:	1E	325.36	
Mth 6:	1E	325.36	
Mth 7:	1E	325.36	
Mth 8:	1E	325.36	
Mth 9:	1E	325.36	
Mth10:	1E	325.36	
Mth11:	1E	325.36	
Mth12:	1E	325.36	

Xpath Errors(page up/down)

Error Code AIRTN500 Path

Covered Individuals Previous Exit Ok

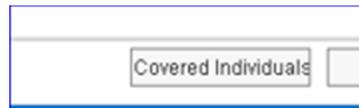
powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CR0350 - CR0350-only Menu: Main Version: 4.0 | SP: 999



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1095-C maintenance

- if “Covered Individuals” button selected, then one sees the next panel



eCMS ERP by CGC - Windows Internet Explorer

http://qa400.cgcnt.com:20000/ecms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

http://www.revenuquebec.c... Affordable Care Act Inform... http://c.yimcdn.com-sites-w... Proposed Equal Pay Report ... Davis-Bacon and Related Ac... Computer Guidance Corp. ... Suggested Sites ecms

eCMS ERP by CGC

eCMS Company/Division: 12/000-Mini Construction 4.0

APV A/R Admin Archival ADP BOM Comdata Copy Co Eq Acct Eq Maint ECM G/L HR HIR-E Inquiry Integration JIC Matl Req

Ord Proc P/C P/C-2 P/S Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Maintain ACA 1095C Covered Individuals HRP416C4

Year 2015 Run Job ID 318219 Receipt-ID 1095C-16-00332922 Sequence 1 Rectd 27

Employee Co/Div 12 / 0 Name Jeremy Lovett

Number 9

Dependent Name	SS#	DOB	Yr:	1	2	3	4	5	6	7	8	9	10	11	12
Jeremy Lovett	12095236	01/01/0001		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								
Ed Lovett	0	08/07/1967		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								
Mary Lovett	0	04/03/1999		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								

Previous Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 999

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Resubmission of ACA Data for Corrections

eCMS ERP by CGC - Windows Internet Explorer
http://qa400.cgnt.com:20000/ecms/cms/menu/displayMenuNav.faces

File Edit View Favorites Tools Help

Company/Division: 12/000-Mini Construction 4.0

Ord Proc P/C P/C-2 P/S Payroll Payroll-Can Prop Mgm Purchasing Rep Const Service T&M User Menu Search

Human Resources Re-Submit ACA Data - Correction HRP41901

Year	2015
Run Job ID	318219
Receipt ID	1095C-16-00332922
Sequence	1
ACA TCC Transmitter Information	BBORK Fed ID# 464707872
Name	COMPUTER GUIDANCE CORP
Address	15035 N 75TH ST
City	SCOTTSDALE St AZ Zip 85260 0
Contact	LEE (First) DEAN (Middle) HAMPTON (Last)
Telephone	480 447005 Ext
Out/Hold/Save	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> *eForms/register will be printed

Exit Ok

powered by Computer Guidance Corporation User Name: HAA350 (Holly Arnett) LBCC Group: CRQ350 - CRQ350-only Menu: Main Version: 4.0 | SP: 999

Error on page.



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Changes/Enhancements to the Algorithmic Approach

- Multiple benefits providing enrollment in a given year
- Hire dates in “algorithm”
- Hire dates usage (original, adjusted, and re-hire)
- Replace ACA “Y” in Hrtben maint (Hrp028/FM) with an actual line 14 value?

The screenshot displays the 'Benefit Master Maintenance' form in the eCMS ERP system. The form is titled 'Benefit Master Maintenance' and is in 'Update' mode for 'HRP02802'. The 'Benefit Number' is 192. The 'Description' field contains 'ACA medical -single'. The 'Reporting Benefit' is set to '0'. The 'Benefit Type' is '2-Deductions'. The 'Benefit Value' is '0.00'. The 'Value Description' is empty. The 'Age to Use for Calculation' is '-Period End'. The 'Frequency Code' is '0-Not automat taken'. The 'Use PW Fringe' is 'Not using PW Fringe Benefit'. The 'Unit Cost' is '0.00'. The 'Unit Limit' is '0'. The 'Unit of Measure' is 'E'. The 'Match Maximum' is '0.00'. The 'Employee Maximum' is '0.00'. The 'Percent of Wage' is '0.00'. The 'Include Commission' is unchecked. The 'Rounding' is '0-None'. The 'HRSS Benefit Category' is 'Medical Ina'. The 'Provider Phone Number' is '002384117'. The 'Provider Website' is 'www.Cigna Healthcare.com'. The 'Benefit Deduction Calculation' section shows 'Fixed Amount' as '0.00' and 'Arrears Deduction Amount' as '0.00'. The 'Benefit Match Calculation' section shows 'Match this Benefit' as unchecked, 'Employee Deduction' as '0', 'Matching Percent' as '0.00', 'Pay Period Maximum' as '0.00', and 'Maximum Code' as '0'. The 'Taxable' section has 'Include in Gross', 'Include in Net', and 'Include in 401K' as unchecked, and 'Print on Check Stub' as checked. The 'Cost Distribution' and 'Cost Type' fields are empty. The form is powered by Computer Guidance Corporation and is running on version 4.0 SP 999.

Offer and enrollment are not the same thing; possible candidates:
1B, 1C, 1D, 1E, 1F, 1G?



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Changes/Enhancements to the Algorithmic Approach

- Allow user to build algorithm
- How to handle ACA exposed deduction on the p/r side (via miscellaneous deduction and/or union deduction (type)); decline issue
- Decline - change approach (how get from p/r side?)
- eForm/xml - union employee versus non-covered employee in a self-insured situation



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Near Future

- Multiple submissions within one transmission (all EIN submissions sent in one transmission)
- Employee counts (full-time and total) tool - outside content create step
- Split plan years
- Authoritative vs non-authoritative transmittal
- Exception reports (blanks in line 1095-C line 14, no covered year/months in 1095-C Part III)



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Future

- HrtAcaTs -> SysAcaTs -> infrastructure table



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