

ACA 1095C

Winter Conference

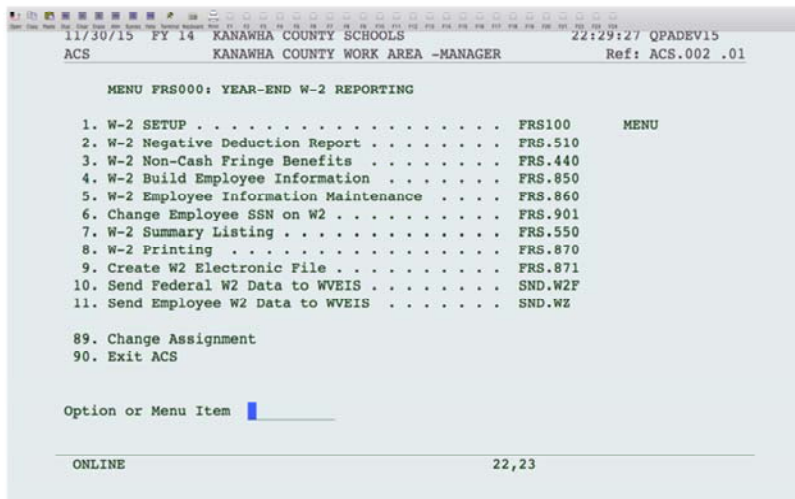
Kim Harvey

December 2015

Affordable Care Act

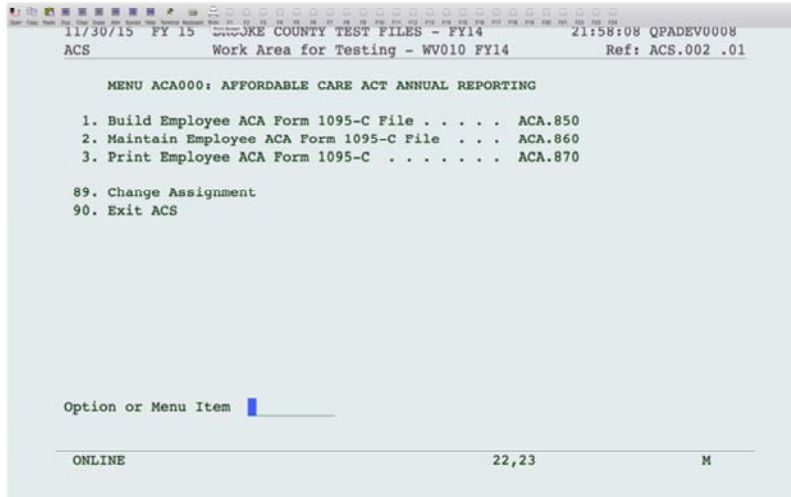
- A 1095C form must be issued to each employee by the end of January, same as the W2.
- Programs available include a build program to populate the 1095C form, an edit program to make changes to exception employees and a print program. Formsprint will be used to print on a blank form. Form types are 1095c and 1095cfs for fold/seal.
- 1095C and 1094C forms will be reported to the SSA by the end of March on your behalf.

Affordable Care Act Menu



The menu will be added at the end of the W2 menu.

Affordable Care Act



New menu added for 1095C processing. Option 1 will build the file and populate the fields. This program will pull as much information from payroll to populate the fields on the 1095C form. Just select 1 to run the build program. Option 2 will allow changes to individual records. Option 3 will print the forms.

Affordable Care Act Edit program

```

DD/DD/DD  FY 66  00000000000000000000000000000000  TT:TT:TT  0000000000
WVE                                     Maintain Employee ACA Form 1095-C Data                                     ACA.860
                                                                                                     0000000000
Part 1 - Employee
Employee Name: 0000000000000000000000000000000000 SSN: 666-66-6666
Address: 00000000000000000000000000000000
City: 000000000000000000000000000000 State: 00 Zip Code: 66666

Part 1 - Employer
Employer Name: 0000000000000000000000000000000000 EIN: 66-6666666
Address: 0000000000000000000000000000000000 Contact Phone: 0000000000000000
City: 00000000000000000000000000000000 State: 00 Zip Code: 66666

Part 2 - Employee Offer and Coverage
Offer of Coverage (Enter Required Code):
All 12  01  02  03  04  05  06  07  08  09  10  11  12
   BB   BB  BB  BB  BB  BB  BB  BB  BB  BB  BB  BB  BB
Applicable Section 4980H Safe Harbor (Enter Code, If Applicable):
All 12  01  02  03  04  05  06  07  08  09  10  11  12
   BB   BB  BB  BB  BB  BB  BB  BB  BB  BB  BB  BB  BB

F3=Exit  F4=Index  F23=Delete

```

Information for the employee and employer will default from payroll. Line 14 will be marked with code 1A for JUL-DEC blocks to indicate that a Qualifying Offer was made. JAN-JUN will be blank for this reporting year. If employed after 7/1/15, then 1A will default for the months following the hire date, otherwise, enter 1L for the months not employed. Also, if a person was terminated, enter 1A for months up to and including the termination month, 1L for the months after the termination date. Line 16 value of '2C' in JUL-DEC blocks will default. If employed, 2C. For months not employed, 2A. If an employee was not employed all month, enter 2A for each month not employed, 2C for each month fully employed. If the employee was not full time, enter 2B for each month not full time. You will need to make these changes for any employee who started or stopped employment during the year, entering the appropriate code for each month.

Affordable Care Act Print program

This program will print the 1095C forms. Use the appropriate form type (see page 1) when printing based on the form you are using. You will be able to print for 1 employee or a group.