

Affordable Care Act [ACA] AT-A-GLANCE



1

ACA Q&A & KICK-OFF

BenefitScape gathers information on your organization and health plans to frame the project for your specific needs, business rules, and operations. Employee data requirements and sources are identified, a data collection plan and overall project schedule are issued



2

PROJECT DATA COLLECTION

BenefitScape sets up a secure, encrypted file-sharing environment to receive project data [in a variety of acceptable formats]. BenefitScape verifies and reviews this data, working with you to fill any gaps.



3

ACAPro DATABASE BUILD

Your organization's employee data, business rules and other details are mapped, transformed, and compiled by BenefitScape into a custom database for use by our purpose-built, secure, and cloud-based ACAPro technology.



4

SAMPLE DATA TESTING & COMPLIANCE MAP

ACAPro processes a sample set of data to assure reporting accuracy and alert you to any potential risks such as penalty for non-compliance. Necessary changes are identified, and updates are made before e-filing to the IRS. A color-coded Compliance Map is generated and used to quickly visualize and validate the ACA profile and status of each employee.



5

ELEGIBILITY, AFFORDABILITY, IRS CODING

ACAPro processes employee activity dates [date of hire, benefits effective date, termination date etc.] plus monthly offer details to verify ACA eligibility, assign coverage offer affordability, and generate safe harbor IRS codes for each eligible employee.



6

FORM 1-95 GENERATION & DISTRIBUTION

ACAPro uses the assigned IRS codes and other project data to process and generate Form 1095s for all ACA eligible employees. PDFs of forms are provided to you by BenefitScape prior to digital (eDelivery) or printed distribution to employees.



7

E-FILING, ERROR CODE REMEDIATION & RE-FILING

BenefitScape generates your organization's Form 1094 and uses IRS-authorized Transmission Control Code [TCC] to transmit the form along with all Form 1095s and related manifests to the IRS via the ACA Information Returns [IRS AIR] system. Any reported IRS ERROR Codes are analyzed by ACAPro, and anomalies are reconciled.

BenefitScape will also handle your state mandated e-filing completely. Currently, CA, DC, NJ, RI, and VT have passed state individual mandates [and individual mandates are anticipated in CT, HI, MD, MN, and WA].

BenefitScape has all the required credentials to send your Federal XML file to the individual states currently requiring a separate filing.



The final e-filing is made and all project data and artifacts, including a completed ACA Compliance Map and the final IRS Transmission Receipt, are securely archived by BenefitScape and transmitted to your organization.

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