



PA Payroll's Affordable Care Act (ACA) Compliance Package

YOUR COMPLETE RESOURCE FOR ACA COMPLIANCE & REPORTING

At PA Payroll, we understand the complexity behind this difficult legislation and have developed new reports and tools to ensure compliance with the Affordable Care Act (ACA).

The PA Payroll ACA Compliance Package contains three components:



Determining whether your company is an Applicable Large Employer (ALE):

- Made easy with Evolution's ACA full-time equivalent (FTE) Multi-Client Report and the ACA FTE Report



Employee healthcare eligibility within the company:

- Our ACA Eligibility Analysis Report will ease the process of determining which employees are eligible for healthcare
- Our Inactive Employee Report will show which employees have been inactive for a period of time
- The ACA Rule of Parity Report will show which employees can be treated as new hires or must keep their current healthcare plans when rehired



Compliance Reporting:

- Report information on IRS forms 1095 and 1094 (B or C) using our service and streamlining the process of managing dependent information with PA Payroll's enrollment process

Tracking Information:

ACA STATUS FIELD

PA Payroll's ACA Compliance package makes it easy to determine the impact ACA will have on your business.

We have added an ACA Status field found in the Employee-Employee-EE entry tab. We have also included a copy feature to make updating the current status of multiple employees more efficient and done all at once.

Hire Status	
Current Hire Date *	Original Hire Date
6/1/2006	6/1/2006
Current Term Date	Eligible for Rehire *
	Yes
Current Status Code *	
Active	
Position Status *	
Full Time	
ACA Status *	ACA Standard Hours
Full Time	

Reporting:

ACA REPORTS



Applicable Large Employer Determination through the ACA FTE Multi-Client Report

- Single and multi-client reports that will help to determine whether the combined full time employees and full time equivalent employees qualify the company to be an ALE

ACA FTE Multi-Client Report (5/26/13)							
Period Range: 01/01/2013 TO 12/31/2013							
EE Code	First Name	Last Name	ACA Status	Employment	Full/Part	EE Status	
Company: WHEZ20 Washington's Child House (ACA)							
November 2013							
1	Andrew	Burton	Full Time	Hourly		AEAE	Full Time
2	Peter	Murphy	Full Time	Salary		AEAE	Full Time
3	Allyson	Collins	Full Time	Salary		AEAE	Full Time
4	Regina	Collins	Part Time	Hourly		AEAE	Part Time
5	Pauline	Conner	Part Time	Hourly		AEAE	Part Time
6	Paula	Fuj	Variable-Hour	Hourly		AEAE	Part Time
			Full Time Employees Count: 2	Full Time Equivalent Employees Count: 1			
December 2013							
1	Andrew	Burton	Full Time	Hourly		AEAE	Full Time
2	Peter	Murphy	Full Time	Salary		AEAE	Full Time
3	Allyson	Collins	Full Time	Salary		AEAE	Full Time
			Full Time Employees Count: 2	Full Time Equivalent Employees Count: 1			



ACA Eligibility Analysis Report. This report makes it easy to determine which employees are eligible

- Three main filters: Measurement period, stability period and date of hire
- Set date ranges accordingly and find the EEs that require healthcare
- Also used to look at newly hired employees on an individual basis, since the measurement period can differ between ongoing and new hire employees

ACA Eligibility Analysis Report (12/11/13)											
Measurement Period: 01/01/2013 TO 12/31/2013											
Stability Period: 01/01/2013 TO 12/31/2013											
Date of Hire: 01/01/2013 TO 12/31/2013											
Employee	Measure	Stability	Date of Hire	ACA Status	Employment	Full/Part	EE Status	Require Health	Require ACA	Require ACA	Require ACA
Andrew Burton	1	AEAE	01/01/2013	Full Time	Hourly		AEAE	Yes	Yes	Yes	Yes
Peter Murphy	2	AEAE	01/01/2013	Full Time	Salary		AEAE	Yes	Yes	Yes	Yes
Allyson Collins	3	AEAE	01/01/2013	Full Time	Salary		AEAE	Yes	Yes	Yes	Yes
Regina Collins	4	AEAE	01/01/2013	Part Time	Hourly		AEAE	Yes	Yes	Yes	Yes
Pauline Conner	5	AEAE	01/01/2013	Part Time	Hourly		AEAE	Yes	Yes	Yes	Yes
Paula Fuj	6	AEAE	01/01/2013	Variable-Hour	Hourly		AEAE	Yes	Yes	Yes	Yes



Inactive Employee Report

- Indicates which employees have been inactive for a period of time
- Shows current status codes: Active, Seasonal, Suspended Leave of Absence, Military Leave or FMLA that do not have any payroll data for the time period selected
- Works in conjunction with ACA Rule of Parity Report

#WHEZ20 Washington's Child House (ACA)			Inactive Employee Report (5/27/13)	
			Period Range: 11/01/2013 TO 11/30/2013	
EE Code	Employee Last Name	Employee First Name		
1	Burton	Andrew		
2	Collins	Allyson		
3	Collins	Regina		
Company Data:			2 Inactive Employees	



ACA Rule of Parity Report

- Final report to run to help determine which employees require healthcare
- Helps determine whether a rehired employee can be treated as a new hire based on the length of break of service
- If the break in service is at least four weeks and the original service period was greater than the break in service then the "rule of parity" is applicable

#WHEZ20 Washington's Child House (ACA)											
ACA Rule of Parity (5/28/13)											
Lookback Period: 01/01/2013 TO 09/30/2013											
EE Code	Last Name	First Name	Current Hire Date	Original Hire Date	Current Term/Date	Current Status Code	Last Check Date	Health Plan	Health Plan	ACA Rule	ACA Rule
1	Burton	Andrew	01/01/2013		Active	20130101	01	20	Continuing		
2	Murphy	Peter	01/01/2013		Active	20130101	01	20	Continuing		
3	Collins	Allyson	01/01/2013		Active	20130101	01	20	Continuing		
4	Collins	Regina	11/01/2013		Active	20130101	01	20	Continuing		
5	Conner	Pauline	01/01/2013	01/01/2013	Active	20130101	01	20	Continuing		
6	Fuj	Paula	11/01/2013		Active	20130101	01	20	Continuing		

FOR ADDITIONAL INFORMATION OR QUESTIONS PLEASE CONTACT US AT

help@pennpayroll.biz or 570-366-5377