

How to Read an Employee ACA Timeline

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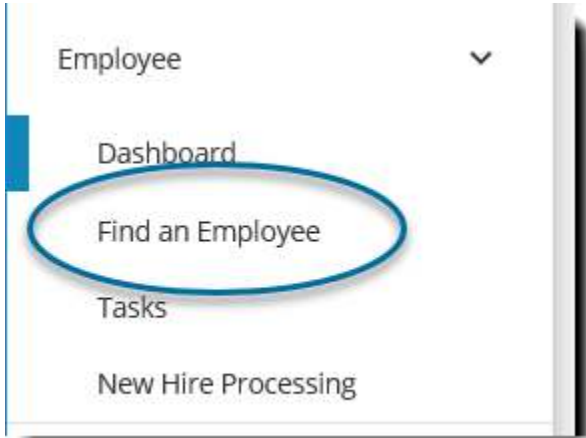
What can be found on the ACA Timeline page?

- Details on how an employee is currently being measured and what ACA status the employee is currently trending.
- Direct results of the data that has been entered (loaded into PlanSource) for the employee.
**Payroll and employee status must be current for the results to appear accurately.
- An option to print, or re-print, 1095-C forms, both current and prior years.

Hide Details	
1095-C	Download 2017 1095-C Form
Monthly Wage	W2: 3,692.13
Per Capita Penalty	

Part 1: How to navigate to the individual employee's ACA Timeline

1.



Employee

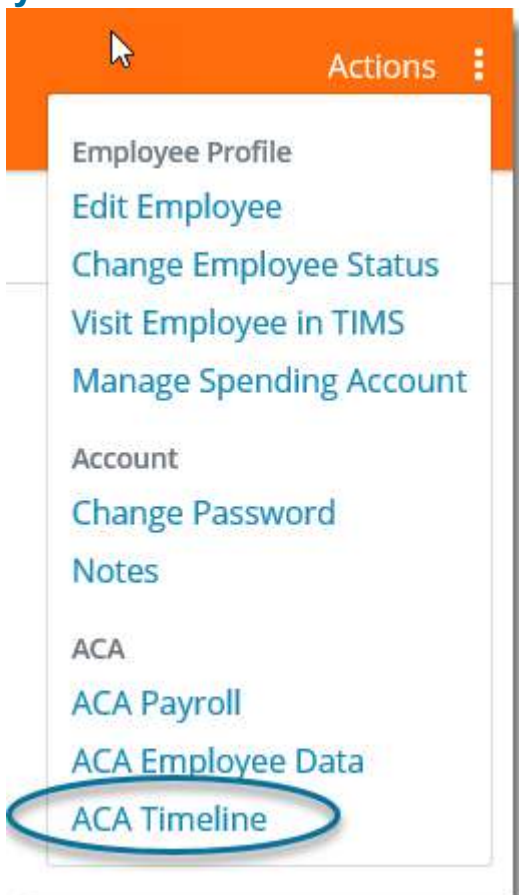
Dashboard

Find an Employee

Tasks

New Hire Processing

2.



Actions

Employee Profile

Edit Employee

Change Employee Status

Visit Employee in TIMS

Manage Spending Account

Account

Change Password

Notes

ACA

ACA Payroll

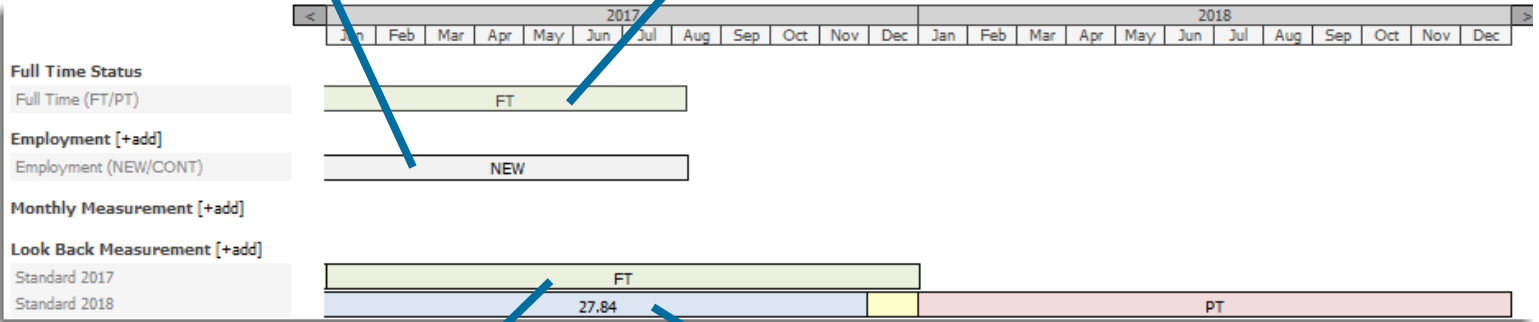
ACA Employee Data

ACA Timeline

Part 2: How to read the ACA Timeline portion above 'Show Details'

Employment	
Hire Date	11/29/2010
Termination Date	08/11/2017
Is Continuing Employee	No

The average based off of actual payroll hours or Weekly Equivalency (40 hour/week default).



Measurement Results

Look Back Measurement	
Measurement Starts On	12/01/2015 - 11/30/2016
Admin Starts On	12/01/2016 - 12/31/2016
Stability Starts On	01/01/2017 - 12/31/2017
Manual Entry	No
Calculation	40.0 = 2091.43 hours / ((366.0 days)/7)
Calculation Time-Frame	2015-12-01 - 2016-11-30

Look Back Measurement	
Measurement Starts On	12/01/2016 - 11/30/2017
Admin Starts On	12/01/2017 - 12/31/2017
Stability Starts On	01/01/2018 - 12/31/2018
Manual Entry	No
Calculation	27.84 = 1451.43 hours / ((365.0 days)/7)
Calculation Time-Frame	2016-12-01 - 2017-11-30

Pulled and magnified from Timeline above

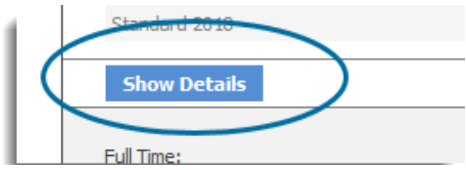
Full Time Status	
Full Time (FT/PT)	FT
Employment [+add]	
Employment (NEW/CONT)	NEW

The information is showing the ACA status that is based off of the current information that was loaded into PlanSource.

Note: Ensure you are looking at the correct period that you are measuring. There may be multiple years that reflect on the Timeline depending on your longevity with MMA.

Part 3: How to read the ACA Timeline portion in the 'Show Details' section

1.



The actual 1095-C form details with the option to download the actual form.

Hide Details

1095-C

Monthly Wage

Per Capita Penalty

Line 14

Line 15

Line 16

Offer and Enrollment [+add]

OE : 01/01/2017 - 08/31/2017

Safe Harbor Values

Org: W2

Classification [+add]

Expected Full Time (YES/NO)

Seasonal (YES/NO)

In Multi-Employer Plan (YES/NO)

Hours (WEEK/DAY/ACTUAL)

Hours

Bi-Monthly Hours

Download 2017 1095-C Form

1E	1E	1E	1E	1E	1
92	92	92	92	92	9
2C	2C	2C	2C	2C	2

Offer and Enrollment

Origin	Open Enrollment
Offer	01/01/2017 - 08/31/2017
Enrollment	01/01/2017 - 08/31/2017
Max Tier	ALL
Is Minimum Value	Yes
Employee Share	\$92.04
Manual?	No

E:OE

45,107.36

Expected Full Time (YES/NO)	YES
Seasonal (YES/NO)	NO
In Multi-Employer Plan (YES/NO)	NO
Hours (WEEK/DAY/ACTUAL)	WEEK

13989

Full Time: **FT** = Full Time
 Employment: **NEW** = New Employee (first hire/re-hire)
 Line 14: **1E** = MV for EE+Deps+Spouse, **1H** = No offer
 Line 16: **2A** = Not employed, **2C** = Enrolled
 Offer: **OE** = Open Enrollment
 Expected Full Time: **YES** = Expected to work 30+ hours per week
 Seasonal: **NO** = Employee not seasonal
 Hours: **WEEK** = 40 hours per week equivalency

Pulled and magnified from Timeline above

Classification [+add]	
Expected Full Time (YES/NO)	YES
Seasonal (YES/NO)	NO
In Multi-Employer Plan (YES/NO)	NO
Hours (WEEK/DAY/ACTUAL)	WEEK

This area shows what the client/HR has setup for the employee. I.e. If Expected Full Time, then "Yes", if not, then "No". The Hours section will indicate if the system is setup to retrieve hours via Weekly Equivalency, Day or 'Daily' or actual payroll.