

AFFORDABLE CARE ACT SURVIVAL KIT

Effective Workforce Management Reporting is More Important than Ever

MITC Workforce Management solutions helps organizations manage the bottom line while complying with the new ACA requirements. MITC achieves this by providing accurate information about average hours worked by full-time employees, part-time employees, and healthcare insurance to comply with regulations.

1. Determining an employee's status for the requirements of the Affordable Care Act can be challenging, especially for service organizations with part-time employees whose hours fluctuate. With high turnover and employee hours varying throughout the year, many organizations may not really know which employees are full-time if the organization relies on paper timesheets or ineffective time and attendance systems.
2. Organizations must maintain and to be able to analyze accurate time and attendance records to determine which employees work under or over 30 hours per week on average.
3. Organizations need to be able to easily and quickly identify which new hires are approaching or have reached the qualifying period.
4. During 2015, organizations need to track the date when employees were offered healthcare coverage and the value of that coverage.
5. In January 2016, 1095-C form will be required to be sent to *every* employee who worked during 2015. The Federal Government estimates that it will take 12 minutes *per employee*, to prepare this information manually, assuming it is available.
6. In January 2016, a 1094-C form will need to be completed for the IRS.

MITC Workforce Management Has All You Need for ACA Compliance

MITC Includes:

- Average hours worked per week reporting for any date range
- Automatic alerts if any part-time employee averages more than 30 hours per week
- Full-time equivalency reporting
- Qualifying hours and medical cost reporting to generate a report only of employees who have worked over a variable amount of hours over a variable time period and/or to calculate the percent of employee medical contribution to gross payroll
- Track when employees were offered health insurance, accepted or declined, value, etc.
- Pre 1095-C verification reporting to ensure all employee records are complete
- Print 1095-C for all employees
- Generate data for 1094-C form

ACA compliance is quite straightforward and affordable with the right software. With a manual or ineffective system, the story can be quite different.

