

# ACA Dashboard & Consulting: Scope of Services

Our services will include the following as it relates to compliance with the Affordable Care Act:

## Data Management

- Use of the **iNavigator ACA Dashboard** for employee tracking and reporting
- Overview of the data collection process and guidance on how data is captured and tabulated (PEPM)
- Detailed Excel file layouts for the gathering of required data
- Comprehensive ACA-definitions of the data elements to be gathered
- Reviewing full-time, variable and seasonal employee classifications to ensure proper ACA tracking
- Consultation during the data collection process via phone calls, site visits, and/or “Go To” meetings

## Data Analysis

- Monthly reports to provide a snapshot of workforce demographics, including the number of FTEs
- Utilization of aggregated data to establish the most beneficial measurement periods for eligibility determinations
- Notification for employees whose hours of service approach full-time status
- Verification that all eligible full-time employees and their dependents are offered coverage
- Assessment of whether employee contributions are affordable and provide minimum value
- Advisement relating to the outcomes of the various data testing being performed, including cost/benefit analysis for various scenarios and mitigation techniques to avoid exposure to Pay or Play penalties

## Reporting Services

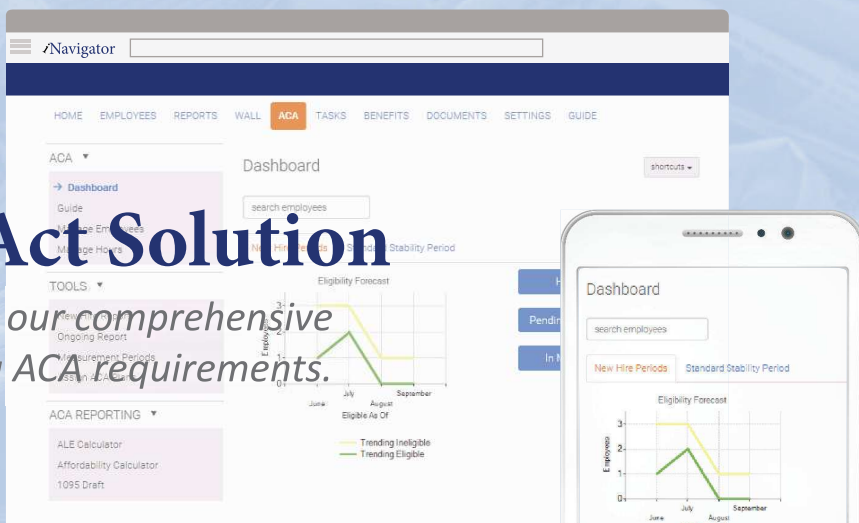
- All required ACA reporting and documentation tracked
- Annual 1095-C & 1094-C IRS information returns generated, printed/mailed to full-time employees and electronically filed with the IRS
- Assistance with responding to any potential IRS invoices using tracked data to demonstrate compliance in order to eliminate or reduce any tax liability

## Ongoing Compliance Support

- Constant support for ACA implementation and administration
- Compliance tools (such as checklists, charts and timelines) and sample forms, notices and employee communications
- Discussion about available benefit, eligibility and workforce management strategies
- Periodic newsletters with current developments, reminders and recent legislative events as well as semi-annual seminars and webinars to address regulatory updates as they occur
- Ongoing guidance and “troubleshooting” advice

# Affordable Care Act Solution

Providing you peace of mind with our comprehensive technology solution for managing ACA requirements.



## iNavigator ACA Compliance Dashboard



### IRS FORM SUBMISSIONS

- 1095-C Printing & Mailing
- 1094-C Printing & Mailing



### PENALTY RISK MANAGEMENT

- Eligibility Tracking
- Affordability Testing



### EASY TO IMPLEMENT & MAINTAIN

- For All Payroll/Software Systems
- Standalone or HRIS Integrated



### SMART & RESPONSIVE

- ACA-fluent Support
- Automatic Updates & Alerts

## iNavigator

Marshall & Sterling saves your business time, money, and resources by providing the tools you need to work through the Employer Mandate and other Health Care Reform regulations.

## Understanding Employer Whats & Whens



### Annually

- Provide Form 1095-C to all ACA-defined full-time employees
- File 1094-C / 1095-C copies with IRS
- Determine ALE status



### Monthly

- Calculate employee eligibility for offers of health coverage
- Track cost of the coverage offered
- Track affordability of offers



### Continuously

- Track all employee hours of service
- Track employment and benefit data

**Marshall  
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GROUP BENEFITS

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