

## ACA Management Solution

### Proactively manage ACA compliance across your entire workforce

When it comes to ACA administration, spreadsheets, home-grown reports, and manual calculations will do little to simplify a highly complex process with potentially significant financial consequences. Instead, organizations like yours need integrated human capital management tools that provide complete automation and high-quality information for driving cost-effective labor decisions and minimizing ACA compliance risk. The good news is that we have these tools ready for you with our ACA management solution.

Our ACA management module provides proactive management of your ACA compliance strategy across your entire workforce. It gives you the tools to effectively manage regular- and variable-hour employees' benefit compliance, along with applicable reporting and a simple year-end process. It's ACA compliance made easy!

### Get comprehensive ACA status visibility

With our ACA management solution, you can access both real-time and historical detail on ACA status measurements for your company as a whole as well as for individual employees. Management dashboards provide consolidated views of regular- and variable-hour labor pools and the ability to drill down into views for each employee. View any employee's current status or historical status by month with the ACA Timeline view.



### Key Benefits

- » **AUTOMATE EMPLOYEE HOURS**  
tracking against set measurement periods
- » **REAL-TIME REPORTING** provides any time monitoring of employee's ACA status
- » **STREAMLINE BENEFITS ENROLLMENT**  
with automatic enrollment notifications
- » **ACCURATELY COMPLETE AND FINALIZE**  
forms to submit to the IRS

ACA COMPLIANCE OVERVIEW								
MONTH	YEAR	HOURS	ACA STATUS FT	ACA STATUS PT	APPROACHING ACA FT	COMPLIANCE ALERT	POSSIBLE DOWNGRADE	
September	2015	7276.00	1	89	-40	-		
August	2015	6880.00	1	89	-40	-		
July	2015	7546.00	1	89	-	-		
June	2015	7276.00	1	89	-	-		
May	2015	6560.00	1	89	-	-		
April	2015	7276.00	1	89	-	-		
<b>Totals</b>		<b>43040.00</b>	<b>6</b>	<b>534</b>	<b>80</b>	<b>-</b>		

The ACA Compliance Overview shows — at a glance — your total number of employees by month, how many of those employees are part time, and how many part-time employees are approaching full-time status.



## Automate ACA strategy enforcement

Our ACA management solution lets you proactively manage your ACA compliance strategies and policies. Compliance alerts notify managers when an employee's status changes to full time or part time, when an employee is approaching eligibility, and when an employee has scheduled hours that would put him or her over the eligibility limit. Alerts can also be sent to employees to notify them that they are eligible for benefits. Additional rules can help you enforce schedules and maintain your preferred full-time/part-time employee mix.

## Closed-loop ACA process administration

Our ACA management solution is the only human capital management suite that delivers the power of a platform unified for HR/benefits administration, time and attendance, and payroll. With a single record for each employee, you can streamline and automate the benefits enrollment process as they reach eligibility. Eligibility notifications can be sent to employees with links to automate the enrollment process via simplified self-service features.

## Simplified year-end process for IRS filing

With our human capital management solution, organizations follow a simple year-end process to complete and finalize the IRS forms. Accurately completing the forms is a breeze with the auto-populate button that directly pulls required employee data into each form. What's more, our solution is directly linked with the IRS to ensure the forms in the system are up to date and formatted to the specific AIR submission file specifications.

Our solution takes the administrative headache out of ACA compliance through automated hours tracking, benefit enrollment, notifications, reporting, and completing and finalizing the forms. So when it comes time to file with the IRS, organizations can be confident that the forms are accurate, complete, and ready to submit.

	2016	2017	2018	2019	2020	2021
Hours	11,500	10,000	10,000	10,000	10,000	10,000
ACA Status	PT	PT	PT	PT	PT	PT
ACA Status	PT	PT	PT	PT	PT	PT
ACA Measurement Month	-	-	-	-	-	-
ACA Administration Month	-	-	-	-	-	-
ACA Stability Month	-	-	-	-	-	-
ACA Measurement Period	1	2	3	4	5	6
ACA Administration Period	-	-	-	-	-	-
ACA Stability Period	-	-	-	-	-	-
ACA Measurement Period End	-	-	-	-	-	-
ACA Administration Period End	-	-	-	-	-	-
ACA Stability Period End	-	-	-	-	-	-
ACA Measurement Period Start	-	-	-	-	-	-
ACA Administration Period Start	-	-	-	-	-	-
ACA Stability Period Start	-	-	-	-	-	-
ACA Measurement Period End Date (Range To)	-	-	-	-	-	-
ACA Administration Period End Date (Range To)	-	-	-	-	-	-
ACA Stability Period End Date (Range To)	-	-	-	-	-	-
ACA Measurement Period Start Date (Range To)	-	-	-	-	-	-
ACA Administration Period Start Date (Range To)	-	-	-	-	-	-
ACA Stability Period Start Date (Range To)	-	-	-	-	-	-

In the ACA Timeline view, you can drill down to see each employee's status for the ACA Measurement, Administration, and Stability periods.