WORKTERRA’s proprietary software tools have been designed to deliver a strategic snapshot of Health Care Reform’s impact on your business. Our Affordable Care Act (ACA) Dashboard is designed to minimize the confusion commonly associated with healthcare administration and provides a fully configurable solution to help with compliance concerns.

Eligibility Status & Tracking
Measurement & Stability Tools
- Applicable Large Employer (ALE)
- FTE Estimator
- Look-Back / Administrative / Stability Periods
- Look-Back / Stability Modeling
- Eligibility Trends

Reporting & Analytics Tools
- IRS 6055 / 6056 (Forms 1094 & 1095)
- Form W-2
- Safe Harbors
- PCORI Fee

Additional Compliance Tools
- Summary of Benefits Coverage (SBC)
- Exchange Notification
- Flexible Spending Account (FSA) Limits
- Wellness Program Management
Applicable large employers (ALEs), or employers with 50 or more full-time employees (including equivalents), are required to provide minimum essential coverage (MEC) that is affordable and meets minimum requirements to their full-time employees and their equivalents or be subject to penalties. Penalties apply to employers who do not provide health coverage that is affordable, of minimum value, and to all eligible employees.

**Applicable Large Employer (ALE)**

Applicable large employer (ALE) status for the upcoming year is based on current-year employee information. To determine ALE status employers are required to account for full-time and part-time employees, as well as full-time equivalents.

**WORKTERRA** delivers numerous standard reports, ad-hoc reporting capabilities, and graphical analytics tools to ensure employers have all the information required to comply with the ACA requirements.

**Full Time Equivalent (FTE) Estimator**

**WORKTERRA** enables employers to efficiently manage their workforce with the ability to estimate and receive alerts for employees approaching the full-time status of 30 or more hours per week.

**Look Back / Administrative / Stability Periods**

**WORKTERRA**'s look back and stability period tool enables employers to set their look back, administrative, and stability periods. The intuitive application will automatically determine eligibility or loss of eligibility. The periods can be set differently for any number of eligibility groups that an employer may have.

**Look Back / Stability Modeling**

**WORKTERRA**'s modeling tool, will determine which look back and stability length gets employers the result they are looking to achieve. The modeling tools will automatically recommend the look back period that is best for the employer based on their goal (ie. shortest length with least number of FTEs, longest length with max number of FTEs, etc.).

**Eligibility Trends**

**WORKTERRA** enables employers to view different trends of an employee’s working hour pattern including; Full-Time, Confirmed Eligible, Trending Eligible, Trending Eligible, Trending Ineligible with Low, Medium, and High Distribution.
Reporting

IRS 6055 / 6056 (Forms 1094 & 1095)

Employers are required to file IRS forms 6055 and 6056 to report that their health insurance meets the Employer Shared Responsibility requirements. IRS form 6055 shows that employers offer minimum essential coverage (MEC) while form 6056 shows that affordable coverage was offered to all eligible employees. Employers who self-insure their medical benefits are required to complete both forms 6055 and 6056. Employers whose medical policies are fully insured are only required to complete form 6056 and the insurance carrier will fill out form 6055. Employers may qualify for a simplified filing if they can certify that coverage is offered to 95% of full-time employees.

Beginning in 2016, employers are required to file two new forms annually:

- Form 1094-C: Transmittal of Employer-Provided Health Insurance
- Form 1095-C: Employer-Provided Health Insurance Offer and Coverage

WORKTERRA captures all of the employee by-employee data that is required to be reported to the government. Robust reporting tools enable employers to easily generate all required information to complete IRS Forms 1094 and 1095, as well as transmittal forms for submittal to the IRS.

W2 Reporting

ALEs are required to include the cost of employer-sponsored health coverage on the employee's Form W-2. The aggregate cost of coverage (both the employee and employer paid amounts) must be included in Box 12 using the code DD. Employers are not required to report this information to individuals such as retirees or former employees who would not normally receive a Form W-2.

WORKTERRA enables employers to generate monthly reports to show on a monthly basis whether an employee was offered coverage and whether the employee was enrolled in affordable coverage. The report integrates with any payroll system to ease the burden of including this information on employees’ W-2 forms.
Additional Reporting & Analytics

Safe Harbors

Health coverage is considered affordable if all eligible employees have at least one option for self-only coverage that costs less than 9.5% of their household income. Because it is difficult for employers to obtain household income, the government has provided three Safe Harbor methods for complying with this requirement. Safe Harbor methods include:

1. Using an employee’s W-2 income
2. Setting contributions based on the rate-of-pay for the lowest paid employee
3. Setting contributions that are affordable based on the federal poverty limit

WORKTERRA provides the cost modeling across W-2, Rate-of-Pay and Federal-Poverty-Line Safe Harbors with Affordability and minimum value.

Patient-Centered Outcomes Research Institute (PCORI) Fee

This is a temporary program running from 2012 through 2018 for calendar year plans

Health insurance issuers and plan sponsors are responsible for paying the PCORI fee to the IRS based on the number of plan participants (including employees, retirees, spouses and dependents). The PCORI fee applies to insured and self-insured plans including those provided under COBRA.

PCORI Fee Breakdown:
- Before October 1, 2013: $1.00 x the average number of lives
- Before October 1, 2014: $2.00 x the average number of lives
- Before October 1, 2015: $2.08 x the average number of lives
- Before October 1, 2016: Fee To Be Determined

WORKTERRA houses the data required to complete the PCORI section of IRS form 720 for self-insured health plans. Our reporting tools allow employers to determine whether the self-insured plans that they offer are affordable and calculate the average number of lives covered.
Employee Notifications

Summary of Benefits Coverage (SBC)

Employers are required to provide an easy to understand document to explain information of health plan benefits and coverage prior to open enrollment and continuing forward.

WORKTERRA enables employers to easily upload or create and store their SBC electronically for benefit eligible employees to view, download, or print anytime.

Exchange Notification

Employers are required to distribute a notification regarding the health insurance marketplace to all new hires and current employees. Current employees must receive the notice in writing. New hires can receive the notice electronically within 14 days of their start date.

WORKTERRA’s automated and personalized communication tools enable employers to deliver the exchange notification within 14 days of their start date. To ensure receipt of the document, employers can require an electronic signature for an employee to sign once reviewed.

About WORKTERRA

WORKTERRA makes HCM easier, less confusing, and more efficient — no matter the size of your company, today or tomorrow. It’s a super-easy-to use, quickly implemented, and extremely flexible benefits and talent management system that’s smart, fast, and sharp. It’s a cloud-based technology built from the inside out on a platform we designed, own, and continue to enrich through innovation and passion. All of which ensures efficient configuration and enhancements. And because WORKTERRA is a unified system with every module on board, there’s no outsourcing to worry about, no third-party apps to depend on. Transform the way you manage benefits and people.

Flexible Spending Account (FSA) Limits

An employee contribution to employer-sponsored health care FSAs is not to exceed $2,550 annually.

WORKTERRA automatically sets the maximum FSA limit at $2,550. Employees will not be allowed to move forward in the benefit enrollment process if they select an amount exceeding $2,550.

Wellness Program Management

The maximum reward for wellness programs is not to exceed 30 percent of the total cost of coverage. This reward may increase to 50 percent for programs related to the use of tobacco.

WORKTERRA allows employers to create and track wellness programs and incentives, delivering high value for employer rates and employee health.