



Workday for the Patient Protection and Affordable Care Act

With the signing of the Patient Protection and Affordable Care Act (ACA), organizations with more than 50 full-time equivalent (FTE) employees located in the United States are required to offer affordable healthcare to any employee working more than 30 hours per week or 130 hours per month. For global organizations, ensuring accurate employee tracking and providing medical coverage to eligible U.S. FTEs has become a significant focus.

As the rules around the ACA continue to evolve, employers are struggling to keep up and can face steep penalties if they fail to comply with all ACA requirements. Now more than ever, organizations depend on accurate reporting and streamlined processes to stay in compliance and complete 1094-C and 1095-C filings.

That's where Workday Benefits can add true value. It provides the power and flexibility to manage the complexities of the ACA, and reduces the manual manipulation of data across multiple systems often required for compliance. By including all necessary components such as core HR, time tracking, payroll, and benefits within a single system, Workday improves data integrity, manages eligibility, automates enrollment, and streamlines the IRS submission process.

Streamlining Benefits Administration and ACA Management

Organizations can streamline benefits administration and ACA management by configuring benefits plans, eligibility criteria, and measurement periods to meet their unique requirements. Workday tracks worker movements and automatically responds to eligibility changes by triggering appropriate benefits actions, all without requiring a single integration.

Understanding Your Workforce

The Workday Affordable Care Act dashboard provides organizations with real-time visibility into their workers. The dashboard delivers insight into full-time employees who are not enrolled in medical insurance as well as part-time employees who are working over the ACA threshold of 30 hours per week or 130 hours per month. With reports seamlessly integrated into Workday, organizations no longer have to monitor multiple data sources on a regular basis or manually trigger events in downstream systems.

Key Features

- Adjustable ACA measurement and eligibility periods
- Real-time ACA dashboards
- Business processes for automated eligibility and enrollment management
- IRS [1094-C](#) and [1095-C](#) form generation, transmission, and printing through partner integration
- Automatically informed by Workday Payroll
- Transmits to the IRS
- Support for Single Legal Entity (SLE) reporting

Key Benefits

- Delivers ACA management as part of Workday at no additional cost
- Provides real-time visibility into ACA-eligible workers
- Automatically detects and triggers enrollment events based on ACA eligibility
- Easily incorporates external worker data, such as COBRA participants or retirees
- Drives ACA eligibility with hours paid from Workday Payroll
- Seamlessly handles printing and mailing services of 1095-C forms through partner integrations
- Eliminates the hassle with TCC codes and approvals as Workday is a transmitter to the IRS

Automating Measurement, Enrollment, and Filing

Workday helps organizations adhere to ACA regulations by providing easy-to-configure measurement periods, automatic enrollment processes, and electronic filing. Benefits administrators can choose measurement periods that work best for their organization and configure them without external assistance. Once employees become eligible, Workday automatically initiates enrollment events that prompt employees to review their enrollment options and take action. In addition, Workday effortlessly generates and transmits 1094-C and 1095-C forms to the IRS, and partner integrations seamlessly handle mailing and printing services.

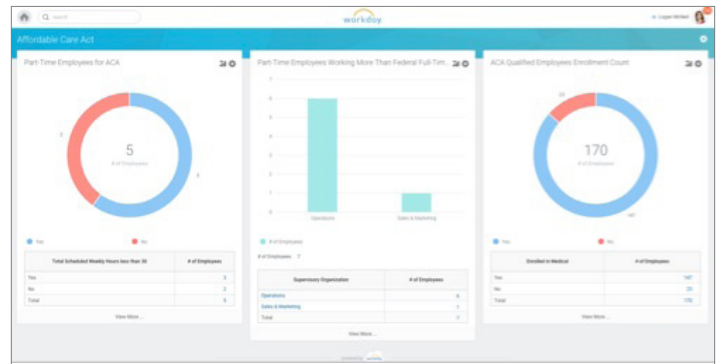
Incorporating Additional Worker Data

With Workday, organizations can review, validate, and make corrections to information on their 1094-C and 1095-C forms prior to filing with the IRS. Customers can easily load employee data into the system for populations that are not housed in Workday, such as COBRA participants or retirees.

Driving Qualification with Payroll Data

Determining whether a population qualifies for medical coverage under the ACA requires organizations to track paid hours worked and not worked (due to jury duty, the Family and Medical Leave Act, and so on) from a payroll source. With Workday Payroll, organizations can easily access and utilize this information without an integration. For organizations with external payroll systems, payroll data can easily be imported via the Workday Payroll interface. Workday has the flexibility to use a

combination of Workday native payroll and external payroll datasets.



Affordable Care Act in Workday

Supporting Single Legal Entity Reporting

Workday ACA management supports customers who have multiple companies affiliated with a Single Legal Entity (SLE). Reporting at the SLE level allows organizations to submit all data within a single transmission.

Optimizing Your Investment in Workday

Workday supports ACA management as a single system, eliminating the need for downstream solutions. From reporting and analytics to eligibility management and IRS transmission, Workday delivers ACA support at no additional cost within Workday Benefits and Workday Payroll. The Workday approach to benefits makes it easy for organizations to handle evolving legislation changes, including the Affordable Care Act*, with confidence and ease.

* Workday recommends that any organization complying with ACA requirements check the IRS instructions website for the most complete and up-to-date information: www.irs.gov/instructions/i109495c/ar01.html#d0e1540



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