



ACATR RELEASE NOTES



New Features

- Upgraded ACA user interface
- Integrated employee look-up functionality
- Access to monthly full-time equivalent employee count

Improvements/Enhancements

- Enhanced breaks in service feature
- Streamlined measurements
- Simplified safe harbor selection process

Details

- **Upgraded ACA User Interface**

We have made a few changes to the look and feel of how you will access your compliance reporting including creating a dashboard that includes features like:

- » Your school's average full-time equivalent employee (FTEE) count
- » The ability to switch views more easily for users managing multiple school districts
- » More accessible stats on your employees

...just to name a few!

- **Integrated Employee Look-Up Functionality**

While users were originally able to download and sort Excel reports to identify specific employee details, SyncStream allows the ACATR user to view pertinent information without leaving the screen. You can look up your employees by name and see all of their information in one place, including demographics, payroll, offers of coverage, and previous measurements.

Details Cont.

- **Access to Monthly Full-Time Equivalent Employee Count**

While we have always calculated each district's full-time (and full-time equivalent) employees (FTEE) count for filing purposes, we are now displaying this information by month for the previous and current year. This will help you see at a glance what your average FTEE count is for the year, which determines whether you are considered an applicable large employer (ALE).

- **Enhanced Breaks In Service Feature**

We have improved our solution to provide more visibility for the distinct types of breaks in service.

- » Leave of Absence (LOA)

For those users familiar with reporting unpaid leave of absence information through our LOA data file, you will now have access to view and better understand how that information applies within the ACA solution. Simply by running a payroll report, you will see which of your employees have reported taking an ACA qualified leave. Using the employee status, you can filter by FMLA or IFMLA.

FMLA employee status: This means that you have submitted an LOA file indicating that this employee was on a leave of absence greater than one day (or 24 hours). The LOA Start and End Dates are then factored into the Work Ending Dates. Ultimately, the pay periods where the employee's status is FMLA are not counted, so that the employee is not penalized for taking a qualified leave of absence. Typically, an employee is measured over 52 weeks, but those on FMLA would be measured 52 weeks less than the number of weeks on FMLA.

IFMLA employee status – This means that you have submitted an LOA file indicating that this employee was on intermittent leave of absence (i.e., a portion of the day). The LOA hours included within the file are reported under Hours Worked so that the employee is not penalized for taking a qualified leave of absence.

- » Summer Break / Education Credit

The ACA implemented an educational-specific rule to help ensure employees that have the summer season off are not penalized during this period of inactivity. In terms of measuring an employee's hours, the educational break rule was meant to either credit an employee with hours during the summer or subtract the summer period from the total measurement period, so that the overall average hours worked does not fall during a time in which an educational professional has the season off. We have simplified this process by eliminating the need to credit employees with educational break hours. This process was tedious and difficult to understand; therefore, we have adopted a simpler approach to subtracting the number of weeks the employee is on a summer break from the total number of weeks worked in a year (typically 52 weeks).

Previously, you needed to request detailed information from us to view a breakdown of educational hours, but our new solution assigns employees earning significantly less hours than normal during the summertime to a summer break. By viewing the Breaks in Service page, you can see the start and end dates for each summer break, as well as a list of break assignments.

Details Cont.

- **Streamlined Measurements**

SyncStream has simplified the measurement process. When you identify an employee as full-time, they will automatically be considered ACA eligible. A full-time employee is one whom you reasonably expect to work more than 30 hours per week.

This eliminates the need for padding hours to ensure that full-time employees show up as benefit eligible. This will help highlight the vulnerable employees that may or may not be considered ACA eligible for benefits.

The previous ACATR system used a complex method to measure employees using the look-back method and monthly measurements. This was to call attention to new full-time employees to ensure they received an ACA qualified offer within the first four months of their employment. Sometimes, this resulted in form coding issues, which could lead to false flags with ACA compliance. Now when the 2D code is applied to line 15, the form coding will be honored, even if the ACA eligible employee isn't offered coverage after four months.

- **Simplified Safe Harbor Selection Process**

The Internal Revenue Service (IRS) allows an employer to utilize one of three different safe harbor rules to show a plan is affordable for an eligible employee that waives coverage. Previously, we required ACATR customers to select a safe harbor during the account setup phase, which was sometimes confusing and often difficult for those that were new to ACA.

Now, ACATR customers will default to use the most used safe harbor and rate of pay, which typically insulates most districts from having unaffordable plans.

During the year-end process, users will have the option to change the default safe harbor selection.