ACA Reporting and Tracking Service (ARTS)
2016 Renewal Confirmation Program Agreement
HEBP Member (Fully Insured or ASO)

Program Services

The ARTS program includes the following services:

- *Measurement, Administrative, and Stability Period tracking beginning January 1, 2016 and notification of eligibility for part-time / variable / seasonal employees (can provide tracking back to beginning of Measurement Period if historical data is provided by county/district);*
- *Reporting for your county/district regarding the status of potential benefits-eligible employees;*
- *Upon request, production of a data file to produce your county/district's 1094C and 1095C forms (optional direct mail service);*
- *Upon request, production of a data file to produce your county/district's 1094B and 1095B forms (applies to self-insured groups only)*

Program Requirements

1) Participants must provide employer, payroll, employee and unpaid leave of absence related to the group's Health Benefits Plan in the format designated by TAC HEBP, as described on Attachment A: "ARTS File Specifications". This data must be provided at each payroll cycle.

2) Group agrees to pay program fees as described in the ARTS Fee Schedule.

Renewal Deadline

- Groups who wish to participate in the ARTS program in 2016 must return the signed executed documents to TAC HEBP no later than June 22, 2016 in order to participate.

- 2016 data file transmission must begin no later than October 1, 2016 to avoid late fees.

Initials

ACA Reporting and Tracking Service (ARTS)
HEBP Member (Fully Insured or ASO)
2016 Fee Schedule
(Renewal)

1	☑	ARTS Annual Subscription Fee	*$4.25 / form	**Waived**
2	☑	**Optional** Forms Distribution (group chooses to have TAC mail employee forms)	$ 1.47 / form	If applicable, will be billed in Jan.2017 when forms are produced ▬
4	☐	Late fee for service election form (after 6/22/2016)	$1,575	
5	☐	Late fee for data submission (after 10/01/2016)	$2,625	
6	☐	Cancellation Fee (6/22 through 12/31/2016)	$4,200	
		Total Amount Due: (if zero, enter 0.00)	$ _735. 00_	

Per 1094/1095C form and 1094/1095 B form if applicable

Fees subject to change annually

_____ Initials

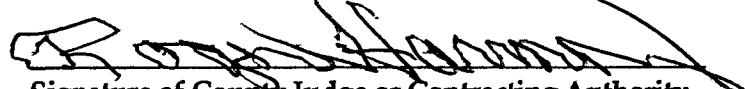## ACA Reporting and Tracking Service (ARTS)
Contact Designation Form

Contracting Authority: _Johnson County_ (Group Name) hereby designates and appoints, as indicated in the space provided below, a Contracting Authority of department head rank or above and agrees that any notice to, or agreement by, a Group's Contracting Authority, with respect to service or claims hereunder, shall be binding on the Group. Each Group reserves the right to change its Contracting Authority from time to time by giving written notice to HEBP.

Name: _Randy Gillespie_   **Title:** _H. R. Director_

Address: _2 Main St. Rm 215, Cleburne TX 76033_

Phone: _817 556-6350_   **Fax:** _817 556-6899_

Email: _randyg @ johnsoncountytx.org_

Primary Contact: Main contact for data file and reporting matters pertaining to the ARTS program.

Name: _Laura Baxter_   **Title:** _Payroll Administrator_

Address: _2 Main St. Rm 215, Cleburne TX 76033_

Phone: _817 556-6162_   **Fax:** _817 556-6899_

HIPAA Secured FAX number: _817 556-6899_

Email: _laurab @ johnsoncountytx.org_

Other Contact Emails for ARTS correspondence regarding data files, if any:

_____

_____   _6/13/16_____
Signature of County Judge or Contracting Authority   **Date**

Roger Harmon, County Judge
Print Name and Title

Payroll Software provider: _____
Software Version #: _____

May 17, 2016

Affordable Care Act Reporting and Tracking Service (ARTS) Renewal Information

The Texas Association of Counties Health and Employee Benefits Pool (TAC HEBP) has begun the renewal process for those counties and districts participating in the Affordable Care Act Reporting and Tracking Service (ARTS). Renewal will enable your entity to produce the forms required by IRS Sections 6055/6056 for calendar year 2016. This reporting will consist of forms (currently Forms 1094/1095B and/or 1094/1095C) which must be provided both to employees and the IRS. All employers with 50 or more full-time equivalent employees are required to file these forms. ARTS will provide measurement period tracking for 2016 and beyond (to determine whether an employee must be offered health coverage), as well as affordability testing for groups that require employee contributions toward the cost of their own health coverage.

 Your entity will need to continue sending employee, payroll, and unpaid leave of absence files to TAC HEBP in order to utilize this service for the 2017 reports. The information provided will be used to determine:

1) whether your employees are subject to fines under the Affordable Care Act (ACA) individual mandate;
2) whether individuals are eligible for a federal premium subsidy or tax credit; and
3) whether your entity is subject to penalties under the ACA employer mandate.

Some payroll vendors have worked with TAC to produce these files for you. You will be responsible for the completion of required information in your payroll system and submission to TAC, but this eliminates the need for manually producing additional spreadsheets.

If you use a payroll system that will produce the required IRS forms, and you determine that your entity does not need measurement period tracking or affordability monitoring, you may not need ARTS. It is a service offered by TAC and is completely optional.

Enclosed is the ARTS Renewal Confirmation Program Agreement. Please return a signed copy (initials on pages 1 and 2, signature on page 3) to your Employee Benefits Consultant by June 22, 2016 if your entity wishes to continue its participation in the program. *As your county or district provides health benefits through TAC HEBP, ARTS will continue to be available at NO COST in 2016, assuming program deadlines are met.*

If you have any questions, do not hesitate to contact your Employee Benefits Consultant at (800) 456-5974.