

Health Cake
Reform
How Will You Manage
ACA Tracking and Reporting
Obligations?

The Affordable Care Act (ACA) presents employers with significant challenges. Organizations must eventually offer insurance to full-time employees or pay sizeable penalties.

You need employee hours tracking and reporting you can count on today. Attendance Enterprise can assist with:

Detailed Applicable Large Employer statistics

MEDICAL CENTER

- Part-time and seasonal staff level management
- Employee full-time status determination and management
- Employee status change history, reports, and audits

Month	Emps w/Hrs		TE	FTE Hours	Total	Seasonal	Seasonal FT Seasonal Non FT	Seasonal FTE Hours
January		Monthly		16:00	51.1	0	0	0:00
February	su	mmaries o	and $^{\setminus}$	120:00	51.0	0		0:00
March				0:00	51.0	0	/ Subtotals	0:00
April		previous year average for all employees			51.3	0	for seasonal	0:00
May	\ for				55.6	4		420:30
June			/	454:15	54.8	4	employees	334:15
July	3			533:45	55.4	4		405:45
August	56		0.3	32:30	52.3	4	4	32:30
September	50	51	1.1	120:00	52.1	0	0	0:00
October	53	51	1.1	128:00	52.1	0	0 0	0:00
November	53	51	1.8	216:56	52.8	0	0 0	0:00
December	53	53	0.0	0:00	53.0	0	0 0	0:00
Average					52.0			

The Large Employer Designation view presents annual summary and monthly detail for total and seasonal employees.

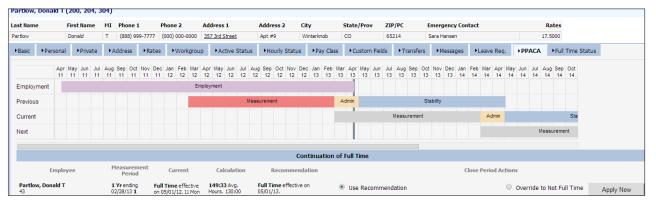
# Minimize Penalties, Manage Cost

Attendance Enterprise details monthly full-time and full-time equivalent (FTE) calculations and averages your yearly employee count. It even identifies seasonal employees and their contribution to employee totals, so you can evaluate your company's large employer status. Understanding this helps you determine if the employer mandate applies to you.









The employee's measurement period, current status and pending edits are displayed.



Attendance Enterprise recommends employee status designations based on service hours.

## Manage Variable-Hour Employees

Employers are carefully planning their full-time and part-time staffing strategies, and in industries with variable-hour workforces—such as retail, hospitality, and healthcare—this burden is significant.

Attendance Enterprise automates complex formulas for employee full-time status determination. It applies employee measurement periods, determines service hour averages, and recommends status designations for your employees. Attendance Enterprise automatically manages new employees with initial measurement periods.

# **Gain Control of Employee Status**

Scheduling difficulties, unanticipated demand, and employee absences can cause shift changes that easily, and often unknowingly, transition a part-time employee's status to full time.

With Attendance Enterprise, you are alerted in real-time when employees approach the full-time threshold and can make adjustments before status changes occur. This helps reduce regulatory consequences and the cost of added employee health benefits.

Comprehensive, easy-to-understand views of employee status are readily available. Supervisors have the right information to make the right decision and gain control of ACA employee status. You no longer need to rely on after-the-fact reporting that is too late for taking action.

#### Reliable Reports and Recordkeeping

Accurate and easily accessible information is critical for reporting and responding to audits. Attendance Enterprise archives employee weekly and monthly service hour averages and employee status edits. This gives employers the information needed to quickly respond to inquiries and compliance audits.

## Penalties... Audits... It Can Really Add Up

Since compliance with the ACA mandate is administered by the Internal Revenue Service (IRS), employers must be prepared for not only traditional wage and hour audits, but also IRS audits.

Smart employers are taking charge of their ACA obligation by measuring and managing their workforce today with Attendance Enterprise.



