

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 on Demand can assist with:

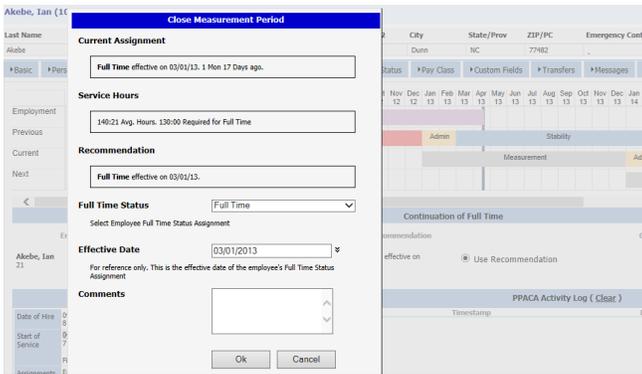
- Detailed Applicable Large Employer statistics
- Part-time and seasonal staff level management
- Employee full-time status determination and management
- Employee status change history, reports, and audits

| Month | Emps w/Hrs | FTE | FTE Hours | Total | Seasonal | Seasonal FT | Seasonal Non FT | Seasonal FTE Hours |
|-----------|------------|-----|-----------|-------|----------|-------------|-----------------|--------------------|
| January | | | 16:00 | 51.1 | 0 | | 0 | 0:00 |
| February | | | 120:00 | 51.0 | 0 | | | 0:00 |
| March | | | 0:00 | 51.0 | 0 | | | 0:00 |
| April | | | 32:00 | 51.3 | 0 | | | 0:00 |
| May | | | 428:30 | 55.6 | 4 | | | 420:30 |
| June | | | 454:15 | 54.8 | 4 | | | 334:15 |
| July | 57 | 1.4 | 533:45 | 55.4 | 4 | | | 405:45 |
| August | 56 | 0.3 | 32:30 | 52.3 | 4 | 0 | 4 | 32:30 |
| September | 53 | 1.1 | 128:00 | 52.1 | 0 | 0 | 0 | 0:00 |
| October | 53 | 1.1 | 128:00 | 52.1 | 0 | 0 | 0 | 0:00 |
| November | 53 | 1.8 | 216:56 | 52.8 | 0 | 0 | 0 | 0:00 |
| December | 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 on Demand 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.



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 on Demand 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.

The employee’s measurement period, current status and pending edits are displayed. Attendance on Demand 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 on Demand, 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.

| Approaching 30 Hours / FT | | | | |
|---------------------------|-----------|-----------|----------------------|-------|
| 14 Entries | | | | |
| First Name | Last Name | ID Number | Average Weekly Hours | Hours |
| John | Nakamura | 3 | 37:12 | 28:00 |
| Candace | LaVoie | 9 | 38:09 | 25:30 |
| William | Parcells | 14 | 42:09 | 34:00 |
| Horatio | Potter | 16 | 41:08 | 37:30 |
| Skyler | Powers | 17 | 39:31 | 25:30 |
| Ian | Akebe | 21 | 39:37 | 25:30 |
| Sara | Hansen | 42 | 40:24 | 25:30 |
| Donald | Partlow | 43 | 40:28 | 25:45 |
| Forbes | Points | 6666 | 36:41 | 24:15 |
| J | Byla | 44939 | 40:57 | 42:30 |
| E | Burd | 46235 | 40:31 | 42:30 |
| G | Durand | 47361 | 40:10 | 25:30 |
| J | Driver | 49609 | 40:08 | 25:30 |
| T | Bertin | 51740 | 41:13 | 42:30 |

Employees approaching full-time are identified based on their worked and scheduled hours in the week or month.

Reliable Reports and Recordkeeping

Accurate and easily accessible information is critical for reporting and responding to audits. Attendance on Demand 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 on Demand.

