



verifyoptions

Table of Contents

verifyoptions i

[Payroll > Tables > District EP Options > EmployeePortal Options](#)

For EmployeePortal users, verify that the **1095 Information** and **1095 Electronic Consent** options are set up accordingly. Keep in mind that if you want to allow your employees to print the actual 1095 form from EmployeePortal, the **1095 Electronic Consent** option must be selected. If not selected, the employees can only view the form.

TIP: If your LEA wants to print copies of all 1095 forms, it is recommended to leave the **1095 Electronic Consent** option unselected, and then select the option once you are ready to allow employees to consent to obtain and print their 1095 forms electronically.

