1095b

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1095-B - HRS3880

Human Resources > Maintenance > ACA 1095 YTD Data > 1095-B

This page allows you to manually input and track employee and covered individual year-to-date health coverage data.

Notes:

- You can import records by uploading a comma-delimited text (.txt) file using the Utilities > Import ACA 1095-B/1095-C Data page.
- For employees with a self-insured insurance plan, you can extract insurance data from the Maintenance > Staff Demo > Insurance tab to this page by using the Utilities > Extract Insurance Data to 1095 Data utility.
- For more information about Form 1095-B, click here and refer to the Instructions for Form 1095-B.

Enter 1095-B data:

Field	Description
Calendar Year	Populated with the current calendar year; however, you can enter a different year. The year must be greater than or equal to 2015.
Employee	Begin typing the employee name or number. As you type the data, a drop-down list of corresponding data is displayed. Select an employee and click **Retrieve**. Or, click **Directory** to perform a search in the Employees directory.
Coverage Type	Select the coverage type (i.e., origin of policy) in which the employee is enrolled.

Other functions and features:

☒ Delete a row.	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.

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