

Will Sage 100 ERP support the Affordable Care Act (ACA) reporting requirements for 2015



Products

Sage 100 ERP

Sage 100 ERP 2015

Sage 100 ERP 2014

Sage 100 ERP 2013

Sage 100 ERP 4.5

Description

Affordable Care Act (ACA) reporting requirements beginning Tax Year 2015

How do I determine if the number of hours an employee worked for affordable healthcare reporting requirements

How do I determine if an employee is full or part time for affordable healthcare reporting purposes

How do I file Form 1094-C and 1095-C

Disclaimer

Support

Sage Customer Support does not provide assistance for issues related to third party products or enhancements, hardware, report customizations, state or federal tax-related questions, or specific accounting questions. Please contact your Sage Business Partner, network administrator, or accountant for assistance. Please review [this document](#) for additional information on the scope of Sage Customer Support Services.

Cause

Effective 2015, employers with 50 or more full time employees (or a combination of part time and full time equivalent (FTE) employees to 50 full time employees) will be subject to the Employer Shared Responsibility provisions.

Employers will be required to track information around employee & dependent coverage by month and the number of full time employees for reporting purposes.

We will update this knowledgebase article as more information is made available. Click [here](#) to open the latest version of this knowledgebase article.

Resolution

The IRS released the final versions of the forms required for ACA reporting in February, 2015. See link below below to access final forms and instructions.

The current plan is to release this enhancement in product updates (PU), for Sage 100 ERP versions 4.50 and higher only.

- 2014 PU5 - Released March 30, 2015 - Search KB **60428** to download & install 2014 PU5
- 2015 PU1 - Released April 7, 2015 - Search KB **60763** to download & install 2015 PU1
- 2013 PU9 - June 29, 2015
- 4.50 PU8 - June 29, 2015

In order for this ACA reporting to pull your Payroll data correctly you **MUST** select to Retain Perpetual Payroll History in Payroll Options prior to processing your first payroll in 2015.

Please do or verify the following **before processing your first payroll in 2015**:

1. Open **Payroll, Setup, Payroll Options**
2. On the **Main** tab, select **Retain Perpetual History**
3. Click **Accept**

Note: This will need to be done for each Company Code requiring ACA reporting.

The screenshot shows the 'Payroll Options' window with the 'Main' tab selected. The window has five tabs: 1. Main, 2. Additional, 3. Integrate, 4. Forms, and 5. Direct Deposit. The 'Main' tab contains several settings:

- Require Departments in Payroll: ☒
- Require Multiple State or Local Earnings Entry: ☒
- Default State Tax Code: CA
- Require Local Tax Reporting: ☒
- Default Local Tax Code: [empty]
- Retain Year to Date Check History: ☒
- Retain Perpetual Payroll History: ☒** (highlighted with a red box)
- Allow G/L Accrual Postings: ☐
- Consolidate Payroll Expense Postings: ☒
- Summarize Taxes on Check Stubs: ☒

On the right side of the window, there are several input fields:

- Current Processing Year: 2010
- Current Quarter: 4
- Hours in a Work Year: 2080
- Tip Allocation Rate: 8.000%
- Minimum Hourly Wage: 4.25
- Require Quarterly 941 Schedule B Printing: ☐
- Implement Qualified Employee Reporting: ☐
- Years to Retain eFiling Check History: 2

At this time we anticipate this Product Update for Payroll will include the following: **(Note: these changes and screen shots are not finalized and are subject to change)**

- **New Crystal Report to help you determine if you qualify as an Applicable Large Employer (ALE) that is required to report on your compliance with providing affordable healthcare to your employees.**
 - Currently, companies with 50+ full time and full-time equivalent employees will be required to file a report in January, 2016 (for Tax Year 2015). This report will provide options to report on the total

number of employees, the number of full time employees, the number of full time equivalents (FTE), and the average number of hours worked by employee (per calendar month). The report will pull data stored in the perpetual history file (PR_23).

Note: If the option to Retain Perpetual Payroll History is not selected in Payroll Options (see steps above) no data will show on this report.

Report Setting: STANDARD

Description: ACA Applicable Large Employer Report

Setting Options:

Type: Public

Print Report Settings: ☐

Three Hole Punch: ☐

Number of Copies: 1

Collated: ☒

Earnings to Exclude...

Print Seasonal Employees: ☐

Print Totals Only: ☐

Period End Date: Starting 1/1/2014 Ending 12/31/2014

Selections:

Select Field	Operand	Value
Employee No	All	

HP Officejet 6300 series (redirected 2)

Keep Window Open After: Print ☐ Preview ☐

Earnings to Exclude

Earnings Code	Description	Exclude
01	Regular	<input type="checkbox"/>
02	Overtime	<input type="checkbox"/>
03	Doubletime	<input type="checkbox"/>
04	Holiday	<input type="checkbox"/>
07	Sick Pay	<input type="checkbox"/>
08	Advance	<input checked="" type="checkbox"/>
10	Vacation Pay	<input type="checkbox"/>
11	Personal Day	<input type="checkbox"/>
20	earnings	<input type="checkbox"/>
21	no accrual	<input type="checkbox"/>

Ok Cancel

ACA Applicable Large Employer Report

ABC Distribution and Service Corp. (ABC)

Period End Dates: 01/01/2014 to 12/31/2014

Employee No	Employee Name	Jan Hrs	Feb Hrs	Mar Hrs	Apr Hrs	May Hrs	Jun Hrs	Jul Hrs	Aug Hrs	Sep Hrs	Oct Hrs	Nov Hrs	Dec Hrs
11-0000003	Ferguson,Evan	177	160	0	0	0	0	0	130	40	0	0	0
11-0000100	THOMAS,JERRY A.	128	116	0	0	0	0	0	130	40	0	0	0
11-0000105	JENKINS,ALLEN	121	108	0	0	0	0	0	40	45	0	0	0

ACA Applicable Large Employer Report

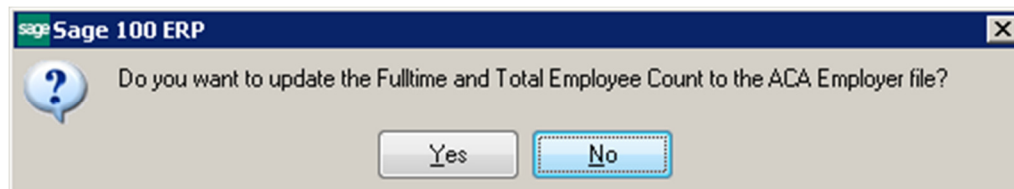
ABC Distribution and Service Corp. (ABC)

Period End Dates: 01/01/2014 to 12/31/2014

TOTALS													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Number of Fulltime Employees:	1	1	0	0	0	0	0	2	0	0	0	0	0
Number of FTE Employees:	2	2	0	0	0	0	0	0	1	0	0	0	0
Number of Fulltime + FTE Employees:	3	3	0	0	0	0	0	2	1	0	0	0	0

Average Number of Fulltime + FTE Employees: 1

- After report prints, a prompt appears to update the ACA Employer Maintenance, Monthly Detail screen



- New interface screens that will be able to be accessed from a new Payroll menu task or from within Employee Maintenance, for you to enter or import in the employee, employee's dependent(s) and health insurance offering data required on the forms.

Sage P/R Employee Maintenance

Employee No. 11-0000004 Last Name Ferguson First Name Jim

1. Main 2. Wages 3. Checks Warning - Data Entry in Progress!

Sort Field Address 100 Kenneth Place NE Zip Code 98110 City Bainbridge Island State WA Phone No. [] -

Soc. Sec. No. 111-11-1111 Marital Status Married Sex Male Statutory Employee Race Code Pension/Profit Sharing

Earnings... Deductions... Tax Summary... Change Status... Renumber... Direct Deposit... ACA

Sage ACA Employee Maintenance (ABC) 1/22/2015

Employee No. 11-0000010 Name Evan Ferguson Year 2015

Address 100 Washington Ave Zip Code 98101 City Seattle State WA

1095-C Electronic Payment Signed ☒ Provided Self Insured Coverage ☐

Accept Delete Cancel

- Regardless of whether the employee has accepted your offer of coverage, monthly detail of the offer must be tracked for reporting purposes. The screen shot below presents how this information will be entered. The copy button can be used to streamline data entry.

SAGE ACA Employee Maintenance (ABC) 1/22/2015

Employee No: 11-0000010
 Name: Evan Ferguson
 Year: 2015

Address: 100 Washington Ave
 Zip Code: 98101
 City: Seattle

1095-C Electronic Payment Signed
 Provided Self Insured Coverage

Monthly Detail...
 Covered Individuals...

Offer of Coverage Monthly Detail

Employee No: 11-0000004
 Name: Jim Ferguson
 Year: 2014

	Month	Offer of Coverage	Employee Share of Lowest Cost	Applicable Section 4980H Safe Harbor
1	Jan	1A	150.00	2A
2	Feb		.00	
3	Mar		.00	
4	Apr		.00	
5	May		.00	
6	Jun		.00	

Copy to Remaining Rows...

Offer of Coverage Monthly Detail

Employee No: 11-0000004
 Name: Jim Ferguson
 Year: 2014

	Month	Offer of Coverage	Employee Share of Lowest Cost	Applicable Section 4980H Safe Harbor
1	Jan	1A	150.00	2A
2	Feb	1A	150.00	2A
3	Mar	1A	150.00	2A
4	Apr	1A	150.00	2A
5	May	1A	150.00	2A
6	Jun	1A	150.00	2A
7	Jul	1A	150.00	2A
8	Aug	1A	150.00	2A
9	Sep	1A	150.00	2A
10	Oct	1A	150.00	2A
11	Nov	1A	150.00	2A
12	Dec	1A	150.00	2A

Copy to Remaining Rows, All Rows...

Accept Cancel

- When an employee has accepted your offer of coverage, you will be able enter the information needed for reporting purposes on the covered individuals. In the example screen shot below, Jim got married in April and added his wife to his health insurance plan.

ACA Employee Maintenance (ABC) 1/22/2015

Employee No: 11-0000005
 Name: Jim Ferguson
 Year: 2015

Address: 110 Union St
 Zip Code: 98110
 City: Bainbridge Island State: WA

1095-C Electronic Payment Signed: ☐
 Provided Self Insured Coverage: ☒

Buttons: Monthly Detail... Covered Individuals... Accept Delete Cancel

Covered Individuals

Employee No: 11-0000004
 Name: Jim Ferguson
 Year: 2014

Covered Individual Name	Date of Birth	Social Security No	Covered All Months	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 Jim Ferguson	10/1/1960	11-111-1111	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2 Roxanna Ferguson	7/1/1968	22-222-2222	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you are reporting on more than one company and selected the Aggregated Group Indicator checkbox in the Monthly Details dialog, then the Other members button will be enabled to allow entry of the additional companies (name and EIN) included in the report.

ACA Employer Maintenance (ABC) 11/7/2014

Year: 2014

Buttons: Monthly Detail... Other Members...

Employer Information:
 Address:
 Zip Code:
 City: State:
 Country:
 EIN: 123456789
 Contact: Jordan Smith Phone:
 Designated Government Entity:
 Name: govt entity
 Address: address 1
 Zip Code: 90210
 City: Beverly Hills State: CA
 Country: USA
 EIN: 45-0000354
 Contact: Jordy Phone:
 ALE Member Part of Aggregated Group: ☒

ALE Member Information - Monthly

Year: 2014

Month	Min Essential Coverage	Full Time Employee Count	Total Employee Count	Aggregated Group	Transition Relief Indicator
1 Jan	<input checked="" type="checkbox"/>	100	300	<input checked="" type="checkbox"/>	B
2 Feb	<input checked="" type="checkbox"/>	123	4000	<input checked="" type="checkbox"/>	A
3 Mar	<input checked="" type="checkbox"/>	125	4100	<input type="checkbox"/>	
4 Apr	<input type="checkbox"/>	0	0	<input type="checkbox"/>	B
5 May	<input type="checkbox"/>	0	0	<input type="checkbox"/>	
6 Jun	<input type="checkbox"/>	0	0	<input type="checkbox"/>	
7 Jul	<input type="checkbox"/>	0	0	<input type="checkbox"/>	
8 Aug	<input type="checkbox"/>	2	3	<input type="checkbox"/>	
9 Sep	<input type="checkbox"/>	0	3	<input type="checkbox"/>	
10 Oct	<input type="checkbox"/>	0	0	<input type="checkbox"/>	
11 Nov	<input type="checkbox"/>	0	0	<input type="checkbox"/>	

Other ALE Members of Aggregated ALE Group

Year: 2015

	Name	EIN
1	EEC Company	11-0123456
2	XYZ Company	22-0333333
3		

For the vast majority of customers, we recommend waiting for the release of the product update with the new ACA enhancements for the Payroll module. The functionality provided in these enhancements will streamline data entry.

Related Resources

[ACA Reporting Worksheet for Sage 100 ERP](#)

[How to report Employer-Sponsored Health Care coverage on the W2 form](#)

[What files hold Affordable Care Act \(ACA\) information](#)

[Where are the ACA Visual Integrator jobs located](#)

Additional Information

Staying on top of the Affordable Care Act is critical—and challenging—particularly when it comes to your obligations under the law. With all the delays, legislative changes, and shifting regulatory interpretations over the past few years, you may be feeling a little overwhelmed now that 2015 is here.

As a trusted expert advising companies around the world for the past 30 years, Sage is ready to help support you through healthcare reform and answer your questions.

To assist you, we've set up an [Affordable Care Act center on Sage City](#) that includes many assets you may find useful in navigating the changes (please note, some assets require an active Sage Business Care plan to access). In addition, please join us live at a Sage-hosted [Inspire Tour 2015](#) location near you where sessions like “Affordable Care Act: How Sage is helping with requirements” may be presented.

You can download the attached ACA presentation for your own records and if you have questions after reviewing the presentation, you may contact Deborah Nelson, Sage 100 ERP Product Manager, at Deborah.Nelson@sage.com.

For more information on ACA, please visit the IRS sites listed below:

Final forms and instructions:

- <http://apps.irs.gov/app/picklist/list/formsPublications.html;jsessionid=wnTA0JKEV3NM41PWQomL9g?value=1095&criteria=formNumber&submitSearch=Find>

Detailed information about ACA and the reporting requirements:

- <http://www.irs.gov/uac/Affordable-Care-Act-Tax-Provisions>
- <http://www.irs.gov/uac/Questions-and-Answers-on-Reporting-of-Offers-of-Health-Insurance-Coverage-by-Employers-Section-6056>

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