



ACA Management & Reporting – sponsored by the QSSUG Fin/Per Committee



QSS/OASIS Customer Education

Summary

Learn how to use the QSS/OASIS Affordable Care Act (ACA) Management Module and Payroll Analysis software to assist in complying with ACA reporting requirements and generating 1095-C and 1095-B forms for employees:

- Exploring the available options and settings within the ACA Mgmt. module
- Defining employer settings for 1095-C
- Using the ACA Data Import Tool
- Running and reviewing the 1095-C/B prelists
- Reviewing the 1095-C Reportable Detail & 1094-C/B Reportable Totals dataforms
- Managing the 1094-C/B and 1095-C/B Correction Process
- Reviewing goals of the ACA Payroll Analysis software
- Reviewing the role of ACA Class in Payroll Analysis
- How to set and report the ACA Class setting for employees
- Discuss the source of payroll data for Payroll Analysis
- How to request various ACA reports and download ACA data
- Reviewing the ACA Detail and ACA Summary reports
- Importing ACA Class assignments

When and Where

- Thursday, November 16, 2017 from 10:00am to 12 noon (Pacific). Presenter is Don Hemwall.
- Online Webinar – Refer to the email you'll receive after you register for instructions
- This webinar is scheduled to be recorded for later viewing, and can be viewed by clicking the link on the QCC "Help+Video" menu approximately two weeks after the live broadcast.

Intended Audience

Payroll supervisors and clerks; HR administrators and staff; Business Services administrators; Benefits Management staff; Budget administrators and staff; Technical Support staff; other staff interested in learning more about the QSS/OASIS ACA Management & Reporting software.

Cost (Members/Non-Members)

- **Members** of the QSSUG F/P Committee: No charge, compliments of the Committee.
- **Non-members** of the F/P Committee: **\$250** per registration must be **pre-paid**. Mail checks payable to **Harris School Solutions to PO Box 74008484, Chicago, IL, 60674-8484**, prior to the webinar. **Before mailing, note the name and date of the webinar on your check, and email a scanned copy of the check to MSmith5@HarrisComputer.com**. For QSSUG F/P membership inquiries, contact your IT staff or a **Committee co-chair** (Lisa Knight, LKnight@ccoe.net or Richard Aldover, RAldover@sccoe.org).

Register for the Webinar

- Click here: <https://attendee.gotowebinar.com/register/297005507161176963>
- Downloadable PDFs of presentation slides are available by clicking the "Webinar Materials" link on the Customer Education page of QSS.com around 24-48 hours prior.
- **Non-members** of the QSSUG F/P Committee: **Prior to mailing, email a scanned copy of the check to: MSmith5@HarrisComputer.com**. Please reference the name and date of the webinar on your check.

For more information

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