


January 5, 2021

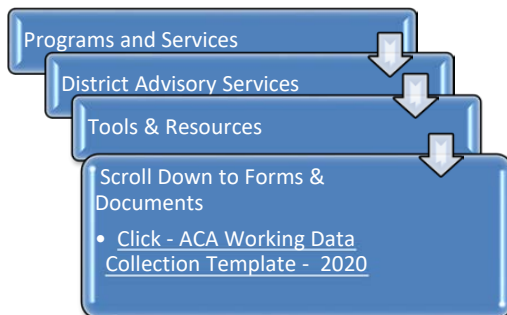
TO: School District Administrators
 FROM: Division of Administration, Finance and Accountability
 SUBJECT: Affordable Care Act 1095-Cs 2020

Districts desiring the Kern County Superintendent of Schools Office to print 1095-Cs for 2020, should submit a signed 1095-C prelist to External Business Services – email bass@kern.org by **February 5, 2021**. An ACA Edit Report will be generated by KCSOS and given to each district after we receive a prelist. We will begin printing 1095-Cs on **February 19, 2021**. A form 1095-C **must be furnished by March 2, 2021** to each full-time employee.

ACA 1095-C Training - TBD

1) Download the ACA Data Collection Workbook – 2020


<https://kern.org/>

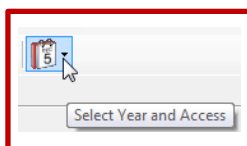


2) Populate 1095-C part II with your Employee Information and Coding

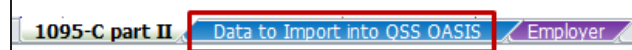


3) ACA Management Module (1095-C)

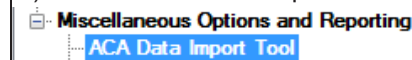
MUST Set Year/Mode Selection



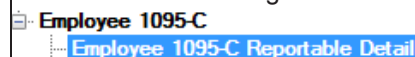
4) Copy & Paste from 'Data to Import into OASIS' Worksheet



5) 1095-C ACA Data Import Tool

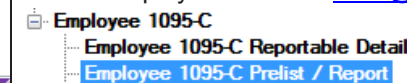


6) 1095-C View/Update Employee Data – Make Changes to Individual Employee Information and Coding



7) February 5: Deadline

1095-C Employee Prelist to bass@kern.org



8) February 9-12: KCSOS Provide 1095-C Edit Reports to Districts – *Corrections made by District if Needed*

9) February 19-25: Districts Pick Up 1095-C Forms

10) March 2: View 1095-C PDFs OASIS & ESS

Please email bass@kern.org or contact Bruce Storer at (661) 636-4733 if you have any questions regarding this process.