

# ACA Compliance 2018 Vendor Checklist



As most companies are very aware, the Affordable Care Act (ACA) is still the law. Even though the law can be complex, ensuring your organization is compliant doesn't have to be difficult. Many organizations find that it's easier to outsource ACA compliance to ensure they stay on track and see all their data together in one place.

If you're looking to outsource your ACA compliance or are starting to explore new vendors, you'll want to think through what's most important to you. Here are some things we've heard from our clients that you might want to consider when looking for a new ACA partner.

10 THINGS TO LOOK FOR IN AN ACA PARTNER			
Criteria	Vendors		
	Tango Health	#2 _____	#3 _____
<b>OVERALL SOLUTION</b>			
<b>1. COMPREHENSIVE, OUTSOURCED SOLUTION</b> Can the vendor help you manage the full cycle of ACA compliance instead of just the printing? This would include aggregating and analyzing your data, preparing and filing with the IRS and helping you navigate any issues throughout the year.	✓	○	○
<b>2. SUCCESSFUL TRACK RECORD</b> Has the vendor been successful working with organizations like yours? Ask the vendor if they have been accurate and on time with printing and filing. Also, ask for some customer references so you can hear about their experiences first hand.	✓	○	○
<b>3. SECURE PLATFORM</b> Does the vendor have the latest in security certifications—SSAE16 SOC1 and SOC2 Type II? You work with sensitive employee information and need to ensure that your partners have the best security in place.	✓	○	○
<b>4. STANDALONE SOFTWARE</b> Can the ACA software be used with any benefits system? Standalone software is often a more effective and efficient choice because the companies are more dedicated to continuously enhancing their software and integrating with different data sources. It also allows you to keep your ACA data in one place even if you switch benefits systems.	✓	○	○

Criteria	Vendors		
	Tango Health	#2	#3
<b>DATA EXPERTISE AND REPORTING</b>			
<b>5. AGGREGATED, COMPLEX DATA</b> Does their software pull together your data from multiple sources so that you can see all your information in one place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6. EASY-TO-USE DASHBOARD</b> Do they provide a simple dashboard that lets you keep track of ACA compliance throughout the year? You should be able to quickly see if there are any potential issues with your data.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>7. ROBUST REPORTING</b> Does the vendor provide key reports so that you can see the details? These reports can help you determine eligibility; confirm minimum essential coverage (MEC) thresholds are met; calculate affordability for benefits-eligible employees; track who was offered and/or enrolled in coverage; identify potential risks; and review 1095-C and 1094-C forms.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>EXPERIENCED, YEAR-ROUND SUPPORT</b>			
<b>8. ACA EXPERT</b> Is an ACA expert assigned to your organization to help keep you on track throughout the year so you don't have to rush at the last minute? The expert should provide guidance and on-going support for changes in ACA law, identifying issues, determining eligibility, filing, and audits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>9. PENALTY &amp; AUDIT ASSISTANCE</b> Can the vendor provide IRS penalty notice assistance and a full audit trail if required at no extra charge? Having this full-service support takes the manual burden off you so that you can quickly and confidently respond to the IRS. A vendor should also help you navigate marketplace and subsidy appeals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10. EXPERIENCED CALL CENTER</b> Can your employees call an expert with questions about their forms? A comprehensive ACA solution includes a call center that can help with questions like: What do I need to do with my 1095-C form? What does this code mean? How will the Form 1095 impact my taxes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## LET US KNOW IF TANGO HEALTH CAN HELP.

We offer a full-service ACA Compliance and Reporting solution and specialize in large, complex businesses. Our powerful software and ACA experts aggregate data from your various sources to help your team manage ACA reporting more easily and reduce your exposure to costly penalty risks. Your designated Client Manager helps prepare you for filing throughout the year with a full-set of reports every month and ongoing check-ins to ensure full compliance.

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