

Affordable Care Act Employer Mandate Report Guide

Division Name:	Your Division
Division ID:	Your Division ID
Name:	Name of the Employee
EMPLID:	The employee's ID number
Reg/Temp:	"T" means the employee is temporary
Employee Class:	"T" means the employee is temporary "S" means the employee is seasonal
EE Measurement:	The first day the employee's hours are measured (for example, if the employee is hired on January 15 th , the first day of the measurement period will be February 1).
January-December	The months of the measurement period
Prior Employment:	"Y" Employee is a rehire and has been employed more than once with SLCo "N" Employee does not have prior employment with SLCo
Total Hours:	Total hours the employee has worked during their measurement period.
Average Hours:	Average hours the employee has worked from the first day of their measurement period.
Last Hire Date:	Employee's most recent hire date
Last End Date:	Termination date for the employee's prior employment if they are a rehire
Prior Hire Date:	Hire date for the prior employment if the employee is a rehire
Eligible:	Eligibility for medical benefits based on their hours "Y" if employee's average hours are more than 129 "N" if employee's average hours are 129 or less
Enrollment Start Date:	If employee becomes eligible for benefits, the date benefits would be offered. Employees have 30 days from this date to elect coverage.
Med. Coverage Begin Date:	Date employee's benefits begin if they become eligible for benefits and elect coverage
Elected Coverage:	"Y" employee elected benefit coverage "N" employee did not elect coverage