Benefitfocus®

ACA Compliance Vendor Checklist

Accurate ACA reporting is key to mitigating your organization's penalty risk. Use this checklist to help determine which vendor meets your criteria and can be expected to deliver accurate ACA reporting.

CRITERIA	VENDORS		
	Benefitfocus® ACA Compliance Solution	#2 _____	#3 _____
Proven solution: Have they had success working with organizations like yours? (Tip: ask for references)	✓	☐	☐
Complete solution (not just software): Do they have an experienced team and software to pull the data together and clean it up, track analytics, file with the IRS and manage penalty notices?	✓	☐	☐
Year-round guidance and support: Is a designated ACA client manager assigned to your organization to guide you through the ACA process, alert you to potential issues monthly, and communicate new ACA developments?	✓	☐	☐
Easy implementation: Is it a simple process to switch from a different ACA vendor?	✓	☐	☐
Artificial intelligence insights: Can the solution automatically provide data trends and proactive alerts to potential ACA issues?	✓	☐	☐
Complex data aggregation: Can the software pull together data from multiple systems and EINs and identify data errors?	✓	☐	☐
Merger & acquisition process: Does the vendor have a thorough process intended to help ensure accurate reporting during mergers and acquisitions?	✓	☐	☐
Employee tracking: Is the software designed to accurately track complex employee groups like seasonal and variable hour employees?	✓	☐	☐
Comprehensive analytics: Does the solution include monthly reports and updates to help keep you on track?	✓	☐	☐
Penalty and audit management: Will their team assist with penalty responses and provide an audit trail?	✓	☐	☐
Standalone tool: Is the solution available even if you switch benefits administration platforms?	✓	☐	☐
Secure Platform: Does the vendor have SOC1 & SOC2 Type II, and SOC3 certifications?	✓	☐	☐
State individual mandates: Can they manage state mandate reporting?	✓	☐	☐

Learn how our Benefitfocus® ACA Compliance Solution, can help you achieve accurate ACA reporting and mitigate penalty risk with robust software and end-to-end service. We're with you throughout the year from pulling all data together, to filing with the IRS on-time, to assisting with ACA penalties. We offer a standalone solution as well as a solution integrated with our benefits administration platform, Benefitplace®.

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