

# Payrollnews

SEPTEMBER 2017

## DMPS Can Help You Get Ready for Payroll in 2018!

It's our job at **Data Management Payroll Services** to keep our clients updated and make sure they're ready for 2018. Let us help you plan ahead for issues that can affect your payroll.

From ACA to form revisions, **DMPS** keeps our clients in compliance. Here are just a few things you can do now to get ready for payroll in 2018, and to be ready for the upcoming compliance effective dates.

Employers should be working to finalize their 2018 benefit offerings, and update all plan benefit information including health and retirement plan documents.

### ACA

The Affordable Care Act (ACA) requirements are still in effect, and Open Enrollment is right around the corner. Get your documents in order – ahead of time!

There is a new template for the Summary of Benefits Coverage (SBC), an ACA requirement for disbursement with health plan documents for eligible employees.

And, starting January 1, 2018, covered preventive services now include depression screenings for adults, and low-dose aspirin for

certain at-risk adults, as well as many others.

Under the Employer Shared Responsibility provision in 2018, an employer cannot charge a full-time employee more than 9.56% of their household income for health insurance premiums, a decrease from 9.69% in 2017.

### AIR

The ACA required information returns and transmittals can be electronically filed through the ACA Information Return system, also known as AIR.

**DMPS** can file your ACA information returns, no matter how many! Large businesses, insurance companies, and self-insured companies must file information returns each year if they offer health insurance to their employees.

According to the IRS "Anyone required to file more than 250 information returns must file them electronically." Let **DMPS** file your ACA returns – on-time and accurately.

### ERISA

New federal procedures will extend some of the provisions for the handling of ERISA disability claims made on or after January 1, 2018.

Employers should identify and

better outline their ERISA plans that provide disability benefits, especially text regarding provisions for short- and long-term disability plans.

### HIPAA

HIPAA privacy and security compliance are the responsibility of every employer. Keeping your employees' Protected Health Information (PHI) secure is more important than ever.

Many employers use agents and brokers to help them understand their complex health and financial plans. It is the employer's responsibility to monitor the plan AND the third-party agent or broker.

Employee benefit plans have been hacked and information compromised and used adversely. Keep your employees' health information safe by monitoring the plan and any third-parties with access to PHI.

### FORM I-9

The U.S. Citizenship and Immigration Services (USCIS) released the revised Form I-9 Employment Eligibility Verification.

Visit the USCIS I-9 webpage for Form I-9 (and separate instructions) both in printable

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## DMPS Can Help...

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paper versions at <https://www.uscis.gov/i-9> .

The old form, dated 11-22-2016, can still be used with new hires until September 16, 2017. **New Form I-9**, dated 07-17-2017, **is mandatory for all new hires beginning September 17, 2017.**

**Data Management Payroll Services** can process your payroll, and keep you updated to make sure you stay in compliance.

Check out our complete list of valuable services to get you on-track for 2018. Don't wait ... call us today.

*Sources: <https://info.dgb-online.com/2017/06/20/10-compliance-issues-for-2018-health-and-benefit-planning/>, <https://www.irs.gov/for-tax-pros/software-developers/information-returns/affordable-care-act-information-return-air-program> and <https://www.uscis.gov/i-9>.*

## SEPTEMBER WEB PICKS

### WORKPLACE WELLNESS

Ideas for your company's health plan that focus more on fitness and nutrition and your employees' social and community health. "Workplace wellness plans have come a long way," and have extended to include your employees' well-being! Check out the article about workplace initiatives from IFEBP's (International Foundation of Employee Benefit Plans).

<https://blog.ifebp.org/index.php/55-wellness-initiatives-for-your-workplace>

### REPEAL & REPLACE?

Don't miss this side-by-side comparison chart with the ACA Affordable Care Act, the most recently released Senate bill the Better Care Reconciliation Act BCRA, and the House replacement bill, the American Health Care Act AHCA.

See the "Details on key differences between how employer obligations are treated under current law and in the House and Senate bills," and click more links with 2017 survey results on Workplace Wellness Trends!

<https://www.shrm.org/ResourcesAndTools/hr-topics/benefits/Pages/ACA-Employer-Provisions-Differ-from-GOP-health-care-bills.aspx>

## Get Ready before 2018 ... with DMPS!

- ✓ Check Signing & Stuffing
- ✓ Data Transfers
- ✓ Direct Deposit / EFT
- ✓ Employee Earnings Records
- ✓ 401(k) Reporting
- ✓ FOC / Garnishments
- ✓ General Ledger
- ✓ HR – ACA Reporting
- ✓ HR – Applicant Tracking
- ✓ HR – On-Boarding
- ✓ HR – Personnel Records
- ✓ HR – Compliance Library
- ✓ HR – Employee Self-Service
- ✓ Online Payroll Processing
- ✓ Paperless Payroll
- ✓ Payroll Control™
- ✓ Tax Filing
- ✓ Time & Attendance
- ✓ Unemployment Claims
- ✓ Vacation / Sick Accruals
- ✓ W-2 Electronic Filing
- ✓ Workers' Comp Reporting

Through *Payroll News*, Data Management Payroll Services may provide general information on legal developments related to payroll administration. If such developments appear relevant to your specific situation, you should discuss them with your professional advisor before taking any action.