

I need to automatically enroll my employees in the lowest cost health care plan.

Can I do this with Sage HRMS or Sage Abra Suite?

Yes, both Sage HRMS and Sage Abra Suite allow automated enrollment with the Sage Benefits Enrollment module and in the core Human Resources module under Benefits Management. If an employee does not want coverage, he or she can waive the benefit, and the data flows to section three of Form 1095-C in MWA.

Will Sage HRMS and Sage Abra Suite support the 6055 and 6056 reporting requirements?

Yes, the functionality needed to generate Forms 1094-C and 1095-C, which satisfies sections 6055 and 6056 of the act, is delivered through the new MWA module.

Will Sage respond to the new Cadillac tax on high cost health care plans when that becomes effective?

Yes, our compliance experts monitor many provisions of the act, and we will make product changes as necessary to help our customers manage their responsibilities as they relate to the Affordable Care Act.

If I am a customer with Sage Business Care Gold support, how do I get MWA?

Contact your business partner or strategic account manager, who will contact Sage to place a \$0 order. You will receive a new install code and serial number to enter into Sage HRMS or Sage Abra Suite to activate MWA.

If I am a customer with Sage Business Care Silver support, how do I get MWA?

Contact your business partner or strategic account manager, who will contact Sage to discuss your options and place an order for either an upgrade to Gold support or MWA.

What is the eFiling cost associated with MWA?

The method and pricing of eFiling has not yet been finalized. We expect to offer a low cost or free “basic” service to eFile and higher cost full services that may include mailing the Form 1095-C to employees on behalf of your organization.

Who can implement MWA?

Your business partner can implement the new module, or you can attend a training course available through Sage U to learn how to perform the setup on your own.

How long does it take to implement MWA?

It depends, but the time varies from 15 minutes to a full day, depending on factors such as whether or not data needs to be imported from your Sage HRMS or Sage Abra Suite solution. If data needs to be imported, this process can take longer. In most cases, customers who have been using Sage HRMS or Sage Abra Suite for a couple of years and have all of their benefit and payroll information complete and up-to-date in the system will be able to begin using MWA in a very short time.

What if my company has not been using Sage HRMS or Sage Abra Suite for very long or is not using Sage HRMS Payroll or Sage Abra Suite Payroll?

There are two options your business partner can explain to you in greater detail.

Option 1: You will need to create a spreadsheet (CSV file) for important payroll data, such as hours compensated for, etc. File specifications are available with the release of the MWA module. When implementing MWA at year-end (or prior), opt to import a CSV file instead of using your payroll data. (This information should be gathered during the product setup interview.)

Option 2: You or your business partner can import payroll data for January through March into the bTables. When implementing MWA at year-end (or prior), opt to use your payroll data. (This information should be gathered during the product setup interview.)

How does MWA reporting (Forms 1094-C and 1095-C) handle employees in multiple companies?

Currently, the system generates a report per EIN. The user must suppress one of the reports and add the required data to the report they wish to issue to the employee.

Does MWA use the check date or the date worked when performing calculations?

MWA uses the check date to pro-rate time into each month based on a standard workweek.

Do MWA and the Sage servers store any employee data? Exactly what data is stored?

With the new version of MWA, no employee data is stored on Sage servers. All information is stored and maintained in Sage Abra Suite or Sage HRMS.

Will the system calculate the number of full-time employees I have?

Yes, and the number of employees that should be considered part-time will be displayed in the dashboards.

Will the system calculate the number of full-time equivalents I have?

Yes, and the number of employees that should be considered part-time will be displayed in the dashboards.

Are you able to accommodate breaks in service of less than 13 weeks and update employees' statuses appropriately based on the ACA requirements?

No, not at this time; however, this will be a future enhancement to the module and is scheduled to be released as part of a quarterly product update.

Will the system pre-populate Form 1094-C?

It will pre-populate some of the data on the report; however, manual entry is also required.

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Note: With the first release of MWA it is important to remember that section three has been automated using Sage HRMS or Sage Abra Suite data, but section two is not automatically populated. You must edit the defaults for any employee who had a break in service or who has a code that differs from the common answer for your staff.

Does the system default any values on Forms 1094-C or 1095-C and/or does the employer need to provide additional information not in the system at the time the forms are to be generated?

The system defaults values for section two on Form 1095-C, then allows the individual reports to be edited to represent the filing the employer wishes to submit.

How does the system exclude exempt individuals from the reporting and dashboards?

The system allows for jobs to be excluded by mapping the job codes to Seasonal. In addition, individual 1095-C reports can be suppressed from printing or excluded from the 1094-C report, allowing for flexibility regarding which employees are included.

Customers who have Sage HRMS Payroll do not have to have Sage HRMS to use MWA, right?

Yes, you can use MWA if you are using Sage HRMS Payroll or Sage Abra Suite Payroll.

Can you create your own reports from the Pay or Play dashboard?

No, you cannot create your own reports directly from the dashboards; however, you can save the dashboards to your workstation, then use the data to write reports or create spreadsheets. We are planning enhancements around this area for a future release of MWA.

How do I know which support plan I have?

Your business partner can provide you with that information, or you can call Sage to identify which maintenance and support plan you have.

Do you have a document that provides information about upgrading to Sage Business Care Gold vs. purchasing the MWA module?

Yes, refer to the Sage Business Care Gold feature sheet at:

http://na.sage.com/~media/site/Sage%20HRMS/pdf/feature_sheets/SageBusinessCareGold-FS.pdf

We plan to use MWA to generate the forms for 2015. Can we start now and import our data, or should we wait until January to import our data?

MWA can be implemented now, and you can use your on-premises data to populate the reports. If you are missing data, the comma separated import files can be imported at any time.

Are the import formats available now?

Yes, the import file formats are available with the release of the software.

Will MWA also provide information for the W-2 12DD field?

No, this is supported in our payroll modules as part of the W-2 process. Customers should contact their payroll provider to arrange for the W-2 reporting.

If you are not offering health insurance, will information still populate in the forms?

Yes, MWA fully supports all of the IRS codes, so you can fulfill your reporting requirements.

We are changing plans as of May 1, 2015. How do we handle this?

If you have Sage HRMS, be sure to use the start and end dates for each employee benefit plan to clearly show the coverage by month. MWA will use a superset of the benefit data to populate section three of the report.

We have more than one medical plan. Will MWA report for either plan or just the lower value plan?

MWA will report on all medical plans identified as offering minimum essential health care coverage.

Is MWA available now (or in the future) for other Sage Payroll products (i.e. Sage 100 ERP Payroll, etc.)?

At this time, there is a requirement to own Sage HRMS or Sage Abra Suite HRMS for HR management; however, payroll data from other Sage Payroll products can be imported. We have future plans to support Sage 300 ERP and will work closely with Sage product management to consider supporting other products.

Will the ACA amounts include medical, dental, and vision or medical only?

Per ACA requirements, only the medical plan employee only coverage is used by our system.

Do we need to purchase our own IRS Forms 1094-C and 1095-C for the information to print on, or will they print out as forms with the information included?

MWA uses the PDF file supplied by the IRS to create the reports, so there is no need to purchase forms for printing. Blank paper is all that should be needed.

Will HRMS capture insurance changes from January 1, 2015, in the Form 1095-C, or will we have to backtrack and input benefit changes up to the time MWA is installed?

Yes, changes to benefit coverage will display in section three of the report. Careful use of the benefit start and end dates will ensure accuracy in reporting.

If we are using only the payroll module, how will we enter plan data - employee premium for lowest cost single plan, other premium rates, etc.? We have 24 premium rates that an employee can pay for health insurance premiums.

The premium for the lowest cost health care plan per company can be entered and will report in section two. If there are groups of employees within an employer who were entitled to a different health care plan, this can be overridden per employee report.

If we are not offering health insurance and plan to pay the penalty, can we choose the method of tracking the penalty?

Yes, you can capture which of your employees are being subsidized, and MWA will show you the penalty you may experience based on the number of employees you mark as subsidized.

Will MWA capture changes based on the effective dates of dependent coverage changes?

Yes, MWA will use the start and end dates of the dependents to populate section three of the report.

Will the ACA IRS reporting be offered through Aatrix? If no, will reporting through Aatrix be an alternative to MWA?

Paper reporting will be supported through the MWA user interface. The eFiling will integrate to Sage Payroll Tax Forms and eFiling by Aatrix.

Does the program measure or show the measurement and stability periods per employee?

No, not at this time.

Will MWA be able to import data for those who were covered in January, February, March, and April, even if we do not install it until sometime during May?

Yes, you will be able to import data as needed. If you have been using Sage Abra Suite or Sage HRMS for some time, importing may not be necessary. Your business partner can assist with this assessment.

Will MWA produce the Form 1094-C (Summary of Transmittal) or will that be created through the eFiling system.

MWA supports generation of the Form 1094-C in paper format, with the electronic portion created through the eFiling system.

Will the tracking of hours for part-time employees to determine if they will be eligible for health care coverage go back to January 1, 2015?

Yes.

If we are planning to implement Sage HRMS, is it better to first add Sage HRMS, then add MWA, or does it matter?

Since the data will pull from Sage HRMS, Sage HRMS must be implemented first.

Will we be able to track our look back period with MWA? If yes, how will this work with multiple companies with common ownership?

Yes, at this time, the look back period is achieved for all employees in one dashboard.

Are you able to use MWA to review your employees under different scenarios each month?

Yes, the MWA dashboards may be viewed by month when the monthly view is applicable.

What information flows from the payroll module, and what information flows from the HR module?

Benefit data flows from the HR module. Hours flow from the payroll module.

Will the look back periods be spelled out in the setup process and be flexible to specific pay period dates?

The look back period is per month, and our system automatically divides payments across months if a pay period spans more than one month.

Our system is not connected to the Internet. Are there features that will not be available to us because of this?

Yes, the online dashboards will not be available without a connection to the Internet.

If we have only the payroll module, is there a .csv template we can send to our benefits management company and use to import our health care information? If yes, where would we find that within MWA?

Yes, templates, including a template you can download, are available within the MWA Help.

We offer insurance to retirees, which we do not manage in Sage Abra Suite. Can we manually add this information to the forms? How is that handled?

The retiree must be added to Sage Abra Suite as a non-employee.

Can MWA handle LOA colleagues? The payroll module does not collect data for W-2 disclosure if there is no pay check when on LOA.

The LOA colleague must be in the system for MWA to support them. They can be tied to a job code with hours set as a default if you wish to model them as if they were full time.

Can I use MWA if I have Sage 300 CRE Payroll?

Yes, if you have Sage HRMS or Sage Abra Suite for HR management, you can import payroll data from Sage 300 CRE Payroll.

How does MWA handle a bi-weekly pay company whose monthly insurance costs are not the same each month?

The system allocates to each month as necessary to achieve monthly calculations.

If a dependent is added mid-year, and the employee is covered all year, how does MWA capture different coverage dates for dependents, for example, the birth of a child mid-year?

The start date for coverage in health care for the child should be set to the actual start date of coverage for the dependent.

Will Form 1095-C be available in Sage ESS?

No, not at this time; however, we are looking into sharing the Form 1095-C through a self-service option possibly through Sage Payroll Tax Forms and eFiling by Aatrix.

If you have two different cost sharings, for example, exempt and non-exempt, where the lowest cost for employee coverage differs, will MWA take this into account for reporting purposes?

Under the ACA, the amount that must be reported is the highest premium paid by any employee for the lowest cost health care plan. If there is more than one plan, this is taken into consideration by MWA for reporting in section three.

We offer more than one benefit plan offered to our staff. Does MWA allow you to enter data on more than one plan and select which employees have elected each plan?

Yes, this information is important for section three and is supported by MWA.

We have multiple pay groups. All pay groups are reported under the same FEIN. Will it be possible to file the information from multiple pay groups into one eFile to submit to the IRS?

Yes, the reporting is per employer.

What if employees are on from January 2015 through May 2015, then off June, July, and August, and return in Sept. all for the same plan?

Each employee's reports can be edited in any way necessary to achieve the required reporting. If there was a break in service, and the employee was not offered health care during their break, this would require an edit at the employee level on the Form 1095-C.

If we didn't input the information related to associate cost and the employer portion until March, will the system automatically pro-rate it for the entire year?

Yes, the system will use the data for the entire year.

How do you show waived coverage for either the employee or dependents?

The lowest cost health care plan should be added to the employee profile and the waive date should be populated for that employee.

Do all employees need to receive a Form 1095-C, or do only those receiving benefits need to receive one?

All employees eligible to be offered health insurance must receive a Form 1095-C.

How does the system handle the tracking of benefit plans if an employee and benefit plan terminate mid-month? In other words, if an employee with coverage terminates on April 4, will MWA record that the employee is covered for April, or not?

The IRS has published guidelines about mid-month coverage (ending and starting). MWA assumes coverage for the month.

Since we are reporting the healthcare coverage amount on these forms, are we still required to report this on the employee's W-2?

Yes, W-2 reporting is required.

Do you have to eFile, or can you mail in the required reporting?

If you have over 250 employees, you must eFile.

If we are planning a mid-year transition from Sage Abra Suite to Sage HRMS (SQL platform), does it make sense to set up MWA prior to the platform migration, or would that be a waste of time?

It would be redundant in most cases.

We are currently using Sage Abra Suite v9.1 and are in the process of migrating to Sage HRMS v10.4. Is MWA compatible with this version?

After migrating to v10.4, you will need to upgrade to Sage HRMS 2015 to use MWA.

If we are tracking the information in an Excel spreadsheet, do we need MWA?

Your local business partner can assist you in determining which solution is best for your organization.