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## Media Alert: ADP Conducts Best-Practices Webcasts on Annual Reporting Accuracy and Strategic Employee Communications

ROSELAND, NJ -- (Marketwired) -- 10/11/16 -- As many large employers may be breathing a sigh of relief after filing 2015 health care annual reporting tax forms, the process is starting all over -- and seems destined to continue every year from now on. There are lessons to be learned from the 2015 filings, as well as an opportunity to refine annual reporting filing processes for 2016.

One key activity is communicating with employees about any changes that may impact them, in order to minimize the number of inquiries HR organizations may receive. This is only the second year full-time employees will be receiving a Form 1095-C, so a robust employee communications plan will be key to an organization's success. Developing and delivering the right tools to employees in conjunction with effective benefits and year-end communications can drive awareness and foster engagement.

To help with this effort, ADP<sup>®</sup> will conduct two hour-long webcasts that will feature some of the insights it has gained from helping its clients in the past year. The webcasts also will explore how those companies classified as Applicable Large Employers (ALEs) under the Affordable Care Act (ACA) can prepare for the impact of recent updates to the law, how to stay current with regulations and how to avoid costly fines. The sessions also will review revised forms, new codes, and new instructions recently issued by the U.S. Internal Revenue Service (IRS<sup>®</sup>).

Topics of discussion will include:

- | Best practices and reminders for:
  - | Reporting on Forms 1094-C and 1095-C.
  - | Who needs to report? Who needs to get a report?
  - | Types and sources of data required to comply.
- | Changes for 2016:
  - | When do reports have to be filed?
  - | What are the changes to the 2016 Form 1095-C?
  - | How should organizations conduct Tax Identification Number (TIN) solicitation?
- | E-File system and error notices.
- | Section 4980H penalty assessments and appeals.
- | The role of communications in the execution of an overall annual reporting strategy.
- | Actionable advice on how to build and execute an engaging communications campaign.

The webcasts -- for HR leaders, finance leaders and business owners -- will be conducted at [11 a.m.](#) and [3 p.m.](#) ET on October 25, 2016. The sessions will be led by ADP's John Haslinger, vice president of Strategic Advisory Services, and Mary Schafer, vice president of strategic communications for Strategic Advisory Services.

The webcasts will be recorded and a replay link will be sent to all registrants.

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### **Media Contact:**

Kate Rankin  
ADP, LLC

201 452-1803

[Kate.rankin@adp.com](mailto:Kate.rankin@adp.com)

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