

THE LOCAL CHOICE E-NEWS

Department of Human Resource Management State and Local Health Benefits Programs

October 9, 2015

This notification is for The Local Choice (TLC) groups that have multiple employers – each with a separate federal employer identification number (FEIN). If your group has more than one employer (multiple FEINs), please take action immediately to ensure accurate Affordable Care Act (ACA) Employer Reporting for calendar year 2015. If your group has only one employer (one FEIN), no action is required.

It has come to our attention that some TLC groups consist of participants from separate employers. For example, a single group may have participants from the County, PSA, DSS, and the Library. Each of the four employers has a separate FEIN. In order to file accurate ACA Employer reports, DHRM needs to have the County group subdivided by each employer's FEIN in our database. DHRM must create a group subdivision for County participants, one for PSA participants, one for DSS participants, and one for Library participants with the appropriate FEIN attached.

If your group has more than one FEIN and is not currently subdivided in DHRM's database by FEIN, you need to complete the following actions by October 26:

- Complete the attached Subdivision Form for each of the FEINs represented in your TLC group.
You may keep the same contacts that you currently have for each of the new subdivisions, or you may designate new subdivision contacts. Be sure the Tax Identification Number is clearly written on this form.
- Create a list of all the participants that need to be moved to a new subdivision. A sample table is attached. Be sure the information submitted is accurate.

Creating a new subdivision will impact your Anthem billing. While the participants will be moved retroactively to the new subdivision for ACA reporting in 2015, your Anthem bill will change prospectively. Going forward, you will have a separate bill for each group subdivision.

Thank you for your assistance in helping DHRM ensure the information in our database is accurate. If you have questions about creating subdivisions, please contact Brenda.Farrish@dhrm.virginia.gov. Contact Anthem with questions about your bill.

Please do not reply to this e-mail. You may send inquiries to the Office of Health Benefits mailbox at tlc@dhrm.virginia.gov