

# ***THE LOCAL CHOICE E-NEWS***

*Department of Human Resource Management  
Office of Health Benefits*

*February 6, 2025*

## **Mailing of IRS 1095 Forms to Health Plan Participants**

The IRS 1095 forms for 2024 required under the Affordable Care Act (ACA) were mailed to health plan participants on January 31, 2025.

The U.S. Postal Service will send returned 1095 forms to the mailing house for the DHRM Office of Health Benefits. The forms will then be forwarded to the appropriate agency Benefits Administrator. It is the responsibility of the Benefits Administrator to forward the returned forms to the intended recipient whenever possible. Returned 1095 forms that cannot be forwarded or provided to the recipient should be shredded or disposed of in compliance with HIPAA Privacy and your agency's confidentiality protocols.

If you are notified by an employee that they did not receive their 1095 form, please have them send a request to [TLC@dhrm.virginia.gov](mailto:TLC@dhrm.virginia.gov) for a duplicate form.

The request should include the employee's name, Employee ID and a current mailing address. Once the request is received, it will take 7-10 business days to issue a replacement.

***Please do no reply to this email. You may send inquiries to The Local Choice mailbox at [TLC@dhrm.virginia.gov](mailto:TLC@dhrm.virginia.gov).***