

California State University, Long Beach Research Foundation
Memorandum

January 29, 2016

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TO: CSULB Research Foundation Benefitted Employees

FROM: Stephanie Moreno
Associate Director, Human Resources and Administrative Services

SUBJECT: Notice of New IRS Forms Effective With the 2015 Tax Year

Please see the attached notice explaining two new IRS tax forms which you may receive in the mail between now and March 31, 2016, depending upon your employment status.

If you have any questions, please contact either myself at ext. 57949 or our Payroll Manager, John Taylor at ext. 55878.

CSULB Research Foundation Notice of New IRS Forms Effective With the 2015 Tax Year

This notice is to inform you about the new tax statements you may soon receive from the CSULB Research Foundation and/or your health plan. Employees eligible for, and enrolled in, employer-sponsored health coverage will receive information statements from the CSULB Research Foundation and/or their health plan between January and March 2016. These statements are copies of forms 1095-C and 1095-B or substitute forms.

Who will receive a Form 1095-C from the CSULB Research Foundation?

Employees who meet the Affordable Care Act (ACA) definition of a full-time employee will receive a Form 1095-C.

Beginning in 2016, employers are required to report to the Internal Revenue Service (IRS) information about the health coverage, if any that is offered to employees who meet the ACA definition of a full-time employee. This group is generally defined as working 30 or more hours per week during the previous calendar year. Employers are also required to provide an information statement (Form 1095-C) to these employees outlining the information we will report to the IRS.

Who will receive a Form 1095-B directly from their health plan?

All employees (known by the health plan as subscribers) enrolled in an employer-sponsored health plan, regardless of full-time status.

Beginning in 2016, health plans are required to report to the IRS about minimal essential coverage provided to subscribers and their dependents during the previous calendar year. These health plans are also required to provide an information statement (1095-B) to each subscriber about the information it will report to the IRS.

When will I receive my statements?

Employers and health plans must issue statements to employees by March 31, 2016 for the 2015 tax reporting year.

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Why didn't I receive both statements?

Employers will provide statements (1095-C) to full-time employees as defined in the law. If you are not a full-time employee, you will not receive this statement even if you are enrolled in a CSULB Research Foundation sponsored health plan.

Health plans will provide statements (1095-B) to each subscriber enrolled in an employer-sponsored plan. If you are a part-time employee who is not eligible for health benefits, or you are a full-time employee but were not offered or declined health benefits, you will not receive a statement from the health plan.

Must I wait until I receive the statement(s) before I file my federal taxes?

No. You may not have received Form 1095-B or Form 1095-C by the time you are ready to file your 2015 federal tax return. While the information on these forms may assist in preparing a return, the **forms are not required**. Like last year, you can prepare and file your federal return using other information about your health insurance. **You should not attach either of these forms to your tax return.**

Additional Helpful Information:

- If you worked for more than one company during the year, you may receive a Form 1095-C from each employer.
- If you did not have health coverage at any point during the year, you may be subject to a penalty.
- The new ACA tax provision affects only your health insurance coverage (NOT other benefit coverage such as dental, vision, etc.)
- For additional information go to: <https://www.irs.gov/Affordable-Care-Act>