



COASTAL CAROLINA UNIVERSITY

Record Group 355

HUMAN RESOURCES AND EQUAL OPPORTUNITY

17771 AFFORDABLE CARE ACT REPORTS

Description

Used by Benefits Division to document that employer-provided health insurance coverage was made available to employees. Information includes monthly and annual reports used for creation of the Internal Revenue Service (IRS) 1095-C form and other filings to the IRS. Monthly reports include start date, end date, benefit detail, benefit eligible, benefit offer/non-offer, and related comments while annual reports track benefit offers via tax year.

Retention

3 years, destroy.

SCHEDULE APPROVED 01/10/19