



**ACA Reporting and Tracking Service (ARTS)
2020 Renewal Confirmation Program Agreement**
HEBP Member: (Pooled Group or ASO)

Program Services

The ARTS program includes the following services:


- *Measurement, Administrative, and Stability Period tracking for 2020 and notification of eligibility for part-time / variable / seasonal employees (can provide tracking back to beginning of Measurement Period if 2019 data was provided by county/district);*
- *Reporting for your county/district regarding the status of potential benefits-eligible employees;*
- *Production of your county/district's 1095C forms, shipped to you for distribution to employees (optional direct mail service for additional fee);*
- *Transmission of your county/district's 1094C and 1095C forms to the IRS.*

Program Requirements

- 1) Participants must provide employer, payroll, employee and unpaid leave of absence (LOA) files related to the group's Health Benefits Plan in the file format designated by TAC HEBP. Payroll data must be provided for each payroll cycle. Employee files must be provided, at a minimum, once per quarter. LOA files may be provided if and when applicable.
- 2) Group agrees to pay program fees as described in the 2020 ARTS Fee Schedule.

Enrollment and Data Submission Deadlines

- Please refer to the attached "2020 Deadlines for ARTS Files" document for details.
- Groups who wish to participate in the ARTS program must return the signed documents to TAC HEBP no later than April 15, 2020 in order to participate.
- Data file transmission to TAC HEBP must begin no later than August 3, 2020 to avoid late fees, however, **we recommend that you continue sending your files after each payroll or at least monthly** to avoid getting backlogged.

 Initials



ACA Reporting and Tracking Service (ARTS) Contact Designation Form

Contracting Authority: LAMB COUNTY (Group Name) hereby designates and appoints, as indicated in the space provided below, a Contracting Authority of department head rank or above and agrees that any notice to, or agreement by, a Group's Contracting Authority, with respect to service or claims hereunder, shall be binding on the Group. Each Group reserves the right to change its Contracting Authority from time to time by giving written notice to HEBP.

Name: James M DeLoach Title: County Judge
Address: 100 6th Drive, Littlefield, Texas 79339
Phone: 806-385-4222 x 201 Fax: 806-385-6897
Email: jmdeloach@co.lamb.tx.us

Primary Contact: Main contact for data file and reporting matters pertaining to the ARTS program.

Name: Jerry Yarbrough Title: County Treasurer
Mailing Address: 100 6th Drive, Room B04, Littlefield, Texas 79339
Delivery Address (no PO Boxes): 100 6th Drive, Room B04, Littlefield, Texas 79339
Phone: 806-385-4222 x 204 HIPAA Secured Fax=: 806-385-6897
Email: jyarbrough@co.lamb.tx.us

Other Contact Emails for ARTS correspondence regarding data files, if any:

jmcinnon@co.lamb.tx.us

Signature of County Judge or Contracting Authority

3/23/2020
Date

James M. DeLoach
Print Name and Title James M DeLoach, County Judge



**ACA Reporting and Tracking Service (ARTS)
HEBP Member (Fully Insured or ASO)
2020 Fee Schedule for Renewing Participant**

1	<input checked="" type="checkbox"/>	ARTS Annual Subscription Fee	*\$4.75 / form	Waived
2	<input checked="" type="checkbox"/>	Optional Forms Distribution <i>(group chooses to have TAC mail employee forms)</i>	\$ 1.50 / form	If applicable, will be billed in 2021 after forms are produced
3	<input type="checkbox"/>	Late fee for service election form <i>(after 4/15/2020)</i>	\$1,500	
4	<input type="checkbox"/>	Late fee for data submission <i>(after 8/3/2020 and/or 1/8/2021)</i>	\$3,000	If applicable, will be billed in 2021 after forms are produced
Total Amount Due: <i>(if zero, enter 0.00)</i>				\$ <u>150.00</u> for postage

**Per 1095C form*

Fees subject to change annually

 Initials