



CASE STUDY

JCPS SYSTEM

- Top 30 Largest School System In US
- 20,000 Employees
- 100% Reporting by IRS Deadlines

State's Largest School System Cites Speed and Efficiency of ACA-Track™ Software Platform from PSST



ACA-Track™
Collect. Monitor. Report.

Executive Summary

Jefferson County Public Schools (JCPS) is Kentucky's largest individual school district and the 27th largest school system in the United States. JCPS serves 20,000 employees and educates more than 100,600 students a year. When the Affordable Care Act (ACA) added section 6056 to the Internal Revenue Code, it required Applicable Large Employers (ALEs) to file information returns with the IRS and provide statements to their full-time employees about the health insurance coverage the employer offered.

As an ALE, JCPS, like many other U.S. school districts, found itself with the administrative burden of calculating employee hours of service to account for all work and leave time for each employee, as required by ACA.

In the first two years of compliance, JCPS with ACA-Track™ by PSST focused on the tracking and reporting necessary from payroll data and addressed and resolved issues facing the district with: (a) integration, and aggregation of multiple data sets; (b) high-accuracy reporting and efficiency on a monthly basis, and (c) with an ability to report for compliance by using PSST's ACA-Track software platform.

The Challenges at JCPS

Challenges in the JCPS approach to data necessary for ACA tracking each month required a review of where health insurance enrollment data travelled in the district systems online, as well as the ability to access and display monthly reports.

Additionally, all employers, like JCPS, that fall under the ACA compliance umbrella need to have a system in place that will produce the appropriate audit reports on an ongoing basis. JCPS turned to PSST's ACA-Track in 2015 for answers in solving key issues of speed, efficiency, and aggregation of big data.

ACA-Track™ collects and intelligently sorts employee hours worked for 100% of an employer's employee base, with total data integration of any payroll system or HRIS and most financial management systems. ACA-Track™ electronically creates IRS reports, maintains all ACA compliance

data in one location for easy retrieval in the event of an IRS audit, and within two clicks, provides a report that specifically addresses IRS audits.

Through ACA-Track™, PSST provides new processes to create high-accuracy reporting for large volumes of data found at JCPS. Benefits Manager at JCPS Kristin O'Bryan Davis indicated it was the ability to have PSST's Client Success Team for ACA-Track™ respond same day to most issues that moved the entire process forward, addressing and resolving volume data issues. "The time to run reports and process data was over two hours at one point, but now we are under one hour for Snapshot reports," she said.

How ACA-Track™ Helped

Several features of PSST's ACA-Track™ platform make this high-accuracy reporting possible, including the intake of data into the Client Data Launchpad, which uses the participant file from the Commonwealth of Kentucky's Department of Employee Insurance for health insurance enrollment data.

"The ease of use is the biggest plus with using ACA-Track™," O'Bryan Davis added. "I've used other platforms and this one is web-based, very intuitive and accessible anywhere." PSST makes dashboard improvements as processes are updated, and "their success advisors know the law," O'Bryan Davis added.

The JCPS Benefits Manager indicated monthly tracking is essential to year-end success. The review of eligibility for an offer of health insurance, as well as when to offer health insurance, came from the PSST design, its dashboard, and its notification system this year.

"The best features offered by ACA-Track™ are in the area of time and attendance and dealing with workarounds. Summer break accounting, for example, were a challenge until use of this system," O'Bryan Davis added.

"ACA-Track™ understands measurement periods and understands special measurements as well, so special tracking circumstances do not get "left behind," she said.

JCPS benefits administration experienced detailed oversight and the ability to look at each and every employee who signed up via the state's healthcare exchange, assuring JCPS had made an appropriate offer, and this was possible due to ACA-Track™. Retired employees also initially presented a challenge, but ACA-Track™ provides methods to handle unique circumstances, such as retiree and COBRA employees.

“We did not have to be concerned about penalties, and PSST maintains their own legal counsel to give us subject matter experts when needed. We can combine opinions, and this has been very helpful,” O’Bryan Davis pointed out.

ACA-Track™ also allows error management, such as when the social security number and name mismatches due to marital status changes, as well as changes made to social security numbers for new workers and covered individuals.

O’Bryan Davis added that the PSST ACA-Track™ team also opened the door to education and learning opportunities via webinars, and email briefings, which helps in human resources where knowing what the IRS wants can be meaningful. Carl L. Williams Sr., PSST Chief Operations Officer and Director of Client Success, explained his team members submit test files to the IRS to determine errors before the official IRS submission. This approach simplifies the IRS correction process.

Results & Return On Investments

“We do accomplish our monthly and year-end goals with PSST. The company is a great partner. Being as close to 100% correct and fully in compliance with IRS is where we want to be,” said Kristin O’Bryan Davis.

There were no known corrections needed for 2015 year-end reporting for JCPS, confirmed Williams.