

1094/95 Small Group FAQ

Question: As a small group what information am I being provided?

Answer:

Form 1094-B

- You will need to look over this form and make any necessary changes.
- Validated forms will need to be signed and submitted to the IRS.
- Be sure to fill in Section 9 with the total number of 1095-B forms that will be submitted.

Form 1095-B

- You will need to look over these forms and make any necessary changes.
If there is a member demographic change, such as SSN or DOB, please contact MHPNJ to update the enrollment records by emailing MEWAenrollment@concordmgt.com.

Question: What are the due dates?

Answer:

- Validated forms will need to be distributed to employees and submitted to the IRS
- Distribute 1095-B to Employees: March 2, 2022
- File on Paper with IRS: February 28, 2022
- File Electronically with IRS: March 31, 2022
- Under the New Jersey Health Insurance Market Preservation Act (HIMPA), employers must file information with the NJ Division of Taxation on or before March 31, 2022. Unlike the federal government, New Jersey does not accept paper filings. New Jersey forms must be submitted electronically. Complete details can be found online at: <https://nj.gov/treasury/njhealthinsurancemandate/employers.shtml> or you may direct question regarding NJ HIMPA via NJ Treasury: <https://nj.gov/treasury/assets/contact/contact-njinsurancemandate.shtml>

Question: How to do you file forms with the IRS? Does the Health Plan file anything?

Answer: Complete instructions can be found: <https://www.irs.gov/instructions/i109495b>

The Employer is responsible for the federal and state filing and distribution of forms to their employees.

How to File:

Filing Paper Returns- Less than 250 forms

- Due to be postmarked by no later than February 28, 2022
- Send the forms to the IRS in a flat mailing envelope (not folded)
- Do not staple or paperclip the forms together
- Postal regulations require forms and packages to be sent by first-class mail
- Returns filed with the IRS must be printed in landscape format

Mail to:

Department of the Treasury

Internal Revenue Service Center
Austin, TX 73301

Electronic File Returns- 250 or more forms

- Must be filed by March 31, 2022 through the Online Air System
- This system requires registration to use IRS e-Service Tools and an application for a Transmitter Control Code
- Please go to <https://www.irs.gov/e-file-providers/affordable-care-act-information-returns-air> for more information

Question: Where can I get information on NJ HIMPA?

Answer: Under the New Jersey Health Insurance Market Preservation Act (HIMPA), employers must file information with the NJ Division of Taxation on or before March 31, 2022. Unlike the federal government, New Jersey does not accept paper filings. New Jersey forms must be submitted electronically. Complete details can be found online at:

<https://nj.gov/treasury/njhealthinsurancemandate/employers.shtml> or you may direct questions regarding NJ HIMPA via NJ Treasury: <https://nj.gov/treasury/assets/contact/contact-njinsurancemandate.shtml>

Filing Instructions: <https://nj.gov/treasury/njhealthinsurancemandate/NJ1095instructions.shtml>

Question: I need to update eligibility information. How do I do that?

Answer: You can email the plan at MEWAenrollment@concordmgt.com with questions or corrections. Please include your group name, account number, and detailed question. A member of our team will assist you. Please note that questions specific to the NJ HIMPA filing must be directed to the NJ Division of Taxation.

Question: Where can I get blank forms?

Answer: Blank forms can be obtained on the IRS website. Please use the links below.

<https://www.irs.gov/pub/irs-pdf/f1094b.pdf>

<https://www.irs.gov/pub/irs-pdf/f1095b.pdf>