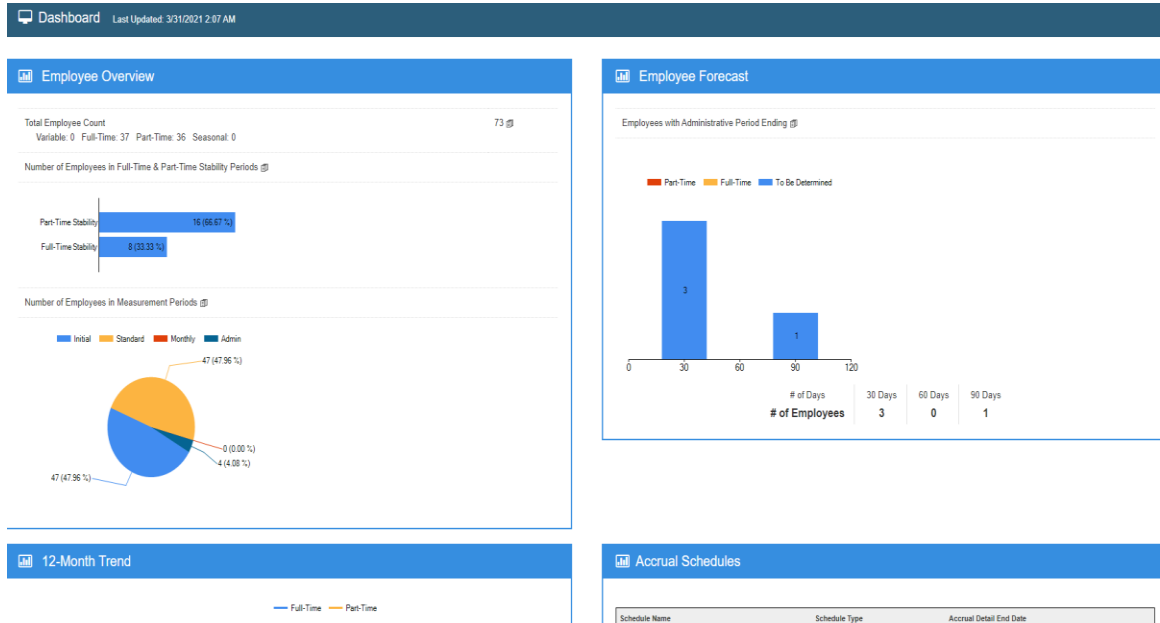
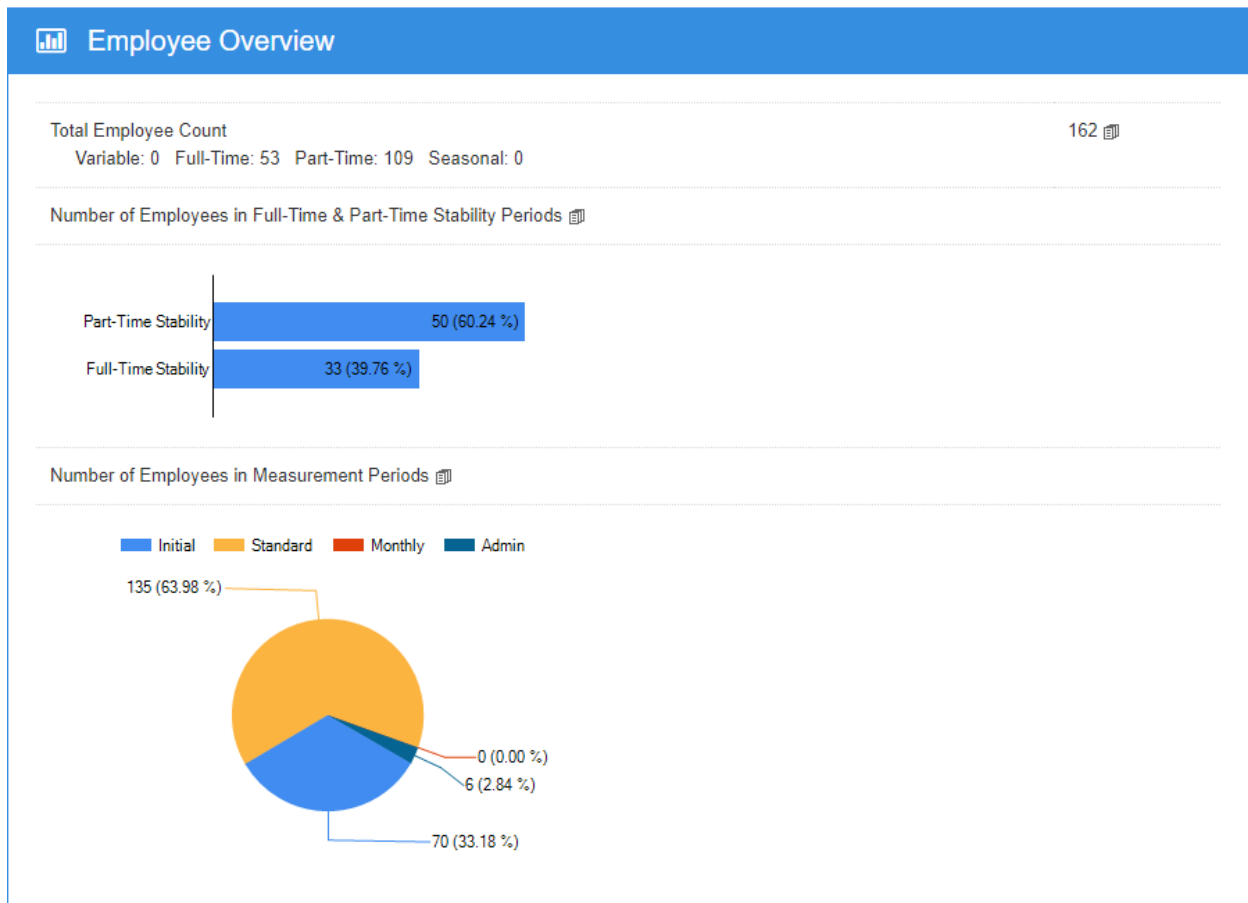


# ACA Dashboard Guide:

The purpose of this guide is to assist you in navigating your ACA Dashboard.



**Opening Screen ACA Dashboard:** The first page you see when logging in is the Dashboard. The elements on the Dashboard allow you to monitor the status of your ACA program visually



**Employee Overview:** The Employee Overview element includes at-a-glance breakdowns of your employees across various categories.

**Total Employee count Report:** Click the icon to view a report with demographic information and employment status for all your employees.

**Number of Employees in Measurement Period:** The chart below shows the number of employees in a stability period. Click the icon to view a report of employee information, including their stability period outcome and end date.

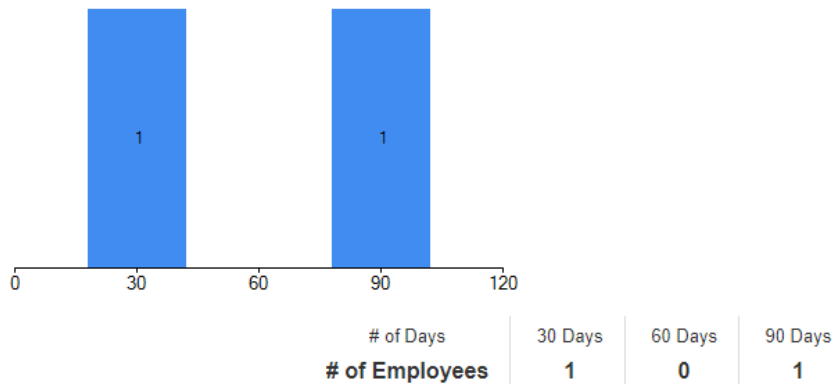
**Number of Employees in Measurement Period Report Link:** Click the icon to view a report detailing the current measurement period status for each employee.

**Employee Measurement Period pie graph:** This chart shows the number and percentage of employees in each measurement period.

## Employee Forecast

Employees with Administrative Period Ending 

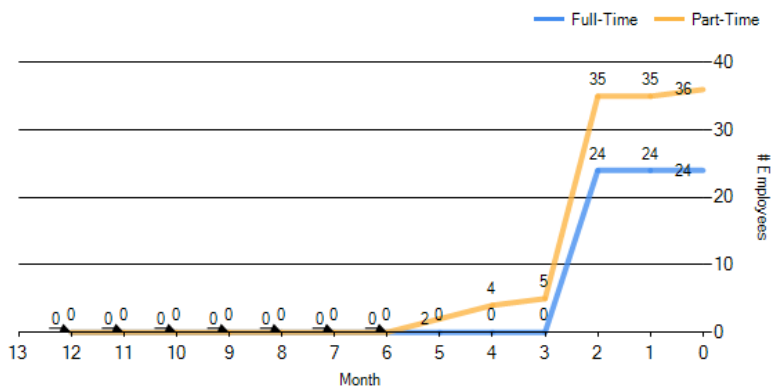
Part-Time Full-Time To Be Determined



**Employee Forecast:** This element shows the number of employees whose administrative period will end in the next 30, 60, or 90 days.

**Employees with administrative Period Ending Report Link:** Click the icon to view a report outlining when each employee's administrative period will end, along with their corresponding stability outcome.

## 12-Month Trend



**12- Month Trend:** The line graph in this element shows your full-time and part-time employee trends over the last twelve months.



## Accrual Schedules

Schedule Name	Schedule Type	Accrual Detail End Date
GIOA Bi-weekly	Bi-weekly	03/20/2021
GIOA Weekly	Weekly	

**Accrual Schedules:** This element displays your pay cycles and the date of the most recent accrual loaded for each cycle.

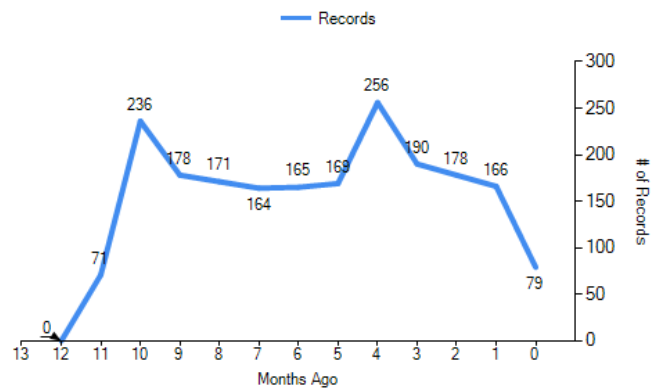
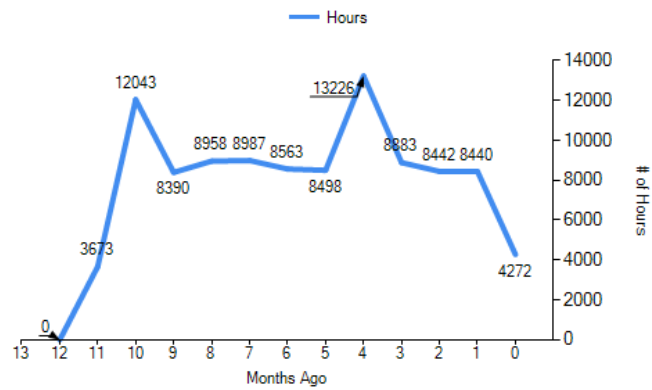


## Affordability

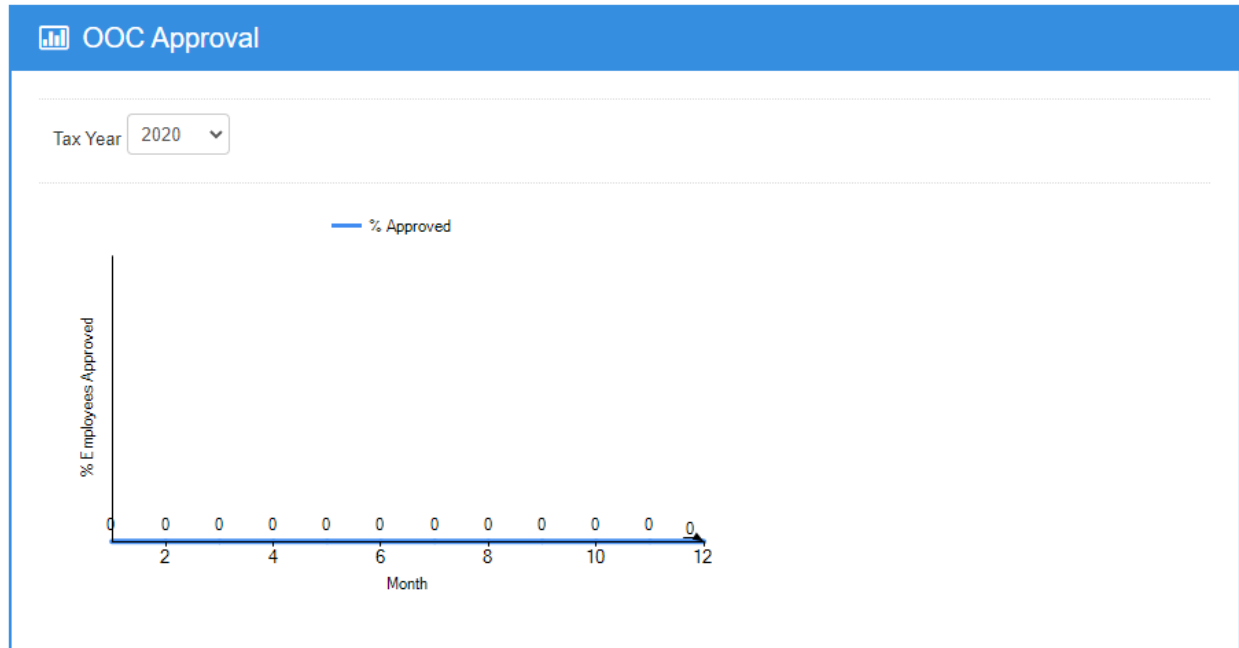
\*Affordability can not be calculated at this time due to missing data.

**Affordability:** The Affordability element provides an overview of your plan affordability status for the current tax year.

## Accruals



**Accruals:** The Accruals element displays the total accrual hours loaded for the last twelve months. The second chart displays the number of records loaded over the last twelve months.

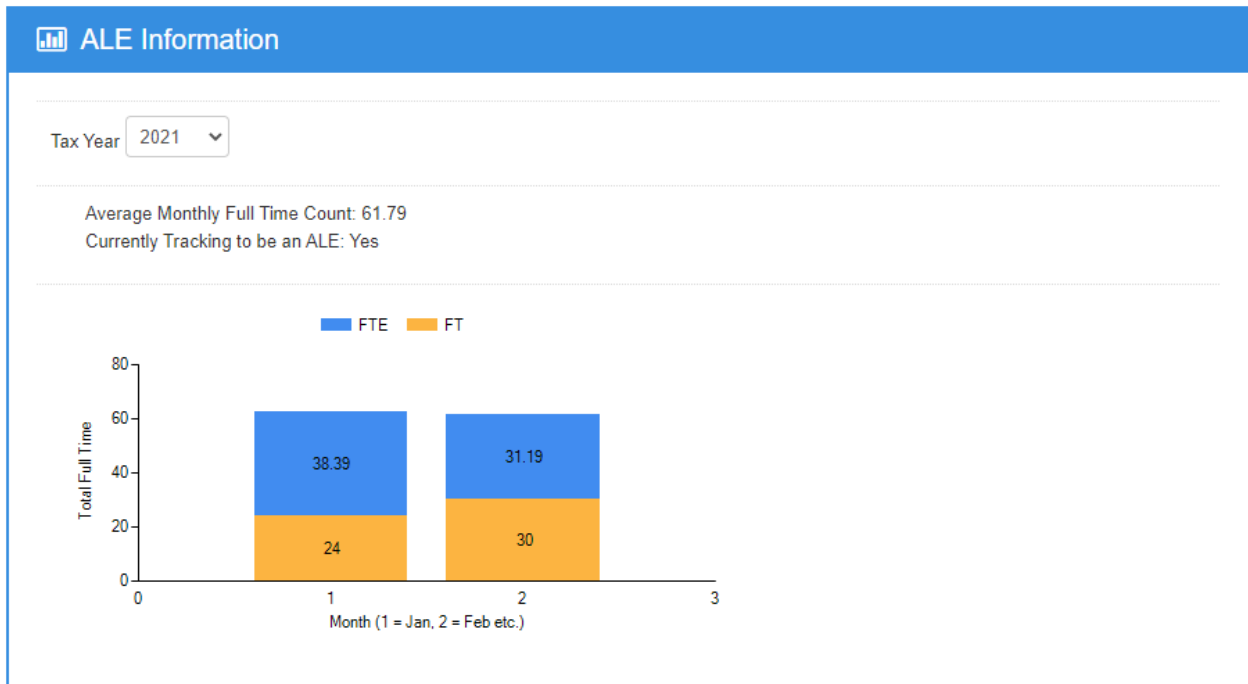


**OOO Approval:** The Offer of Coverage (OOO) Approval element shows the percentage of approvals over the last twelve months.

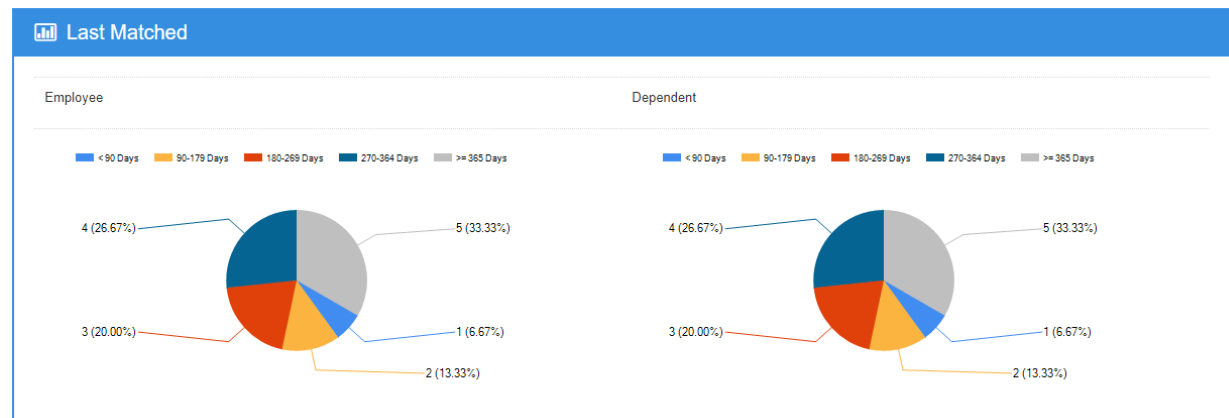
**1095 Information**

Tax Year: 2020

**1095 Information:** This element displays information about IRS filings, including the number of records accepted and rejected by the IRS. This information populates after we send your information to the IRS.



**ALE Information:** The ALE Information element shows your applicable large employer (ALE) status for the calendar year. If you're considered an ALE, this element will display your monthly full-time and full-time equivalent employee counts.



**Last Matched:** The Last Match element list the counts of people last matched by UHR data team in various time windows.