

STATE CONTROLLER'S OFFICE  
PERSONNEL AND PAYROLL SERVICES DIVISION  
P.O. BOX 942850  
SACRAMENTO, CA 94250-5878

DATE: May 2, 2022

PERSONNEL LETTER #22-009

TO: All Agencies/Campuses in the Uniform State Payroll System

FROM: Jil Barraza, Chief  
Personnel and Payroll Services Division

**RE: UPDATE TO AFFORDABLE CARE ACT COMPLIANCE REPORTS**

To be compliant with the Internal Revenue Service's mandated Affordable Care Act (ACA) employer shared responsibility provisions, the State Controller's Office (SCO) must collect and annually report accurate 1095-C data. In an effort to provide the most accurate data, the SCO has released an updated monthly and quarterly compliance report to agencies and campuses. The updated monthly and new quarterly report captures employees who have a 350-\*\*\* health benefit deduction without a corresponding ACA Status Code 3A or 3B, as well as employees who have a 350-\*\*\* health benefit deduction with ACA Status Code 6A.

### **COMPLIANCE REPORTS**

Each agency or campus is responsible for keying or updating the ACA Status Code in ACAS for each employee on the report. The report is available now on ViewDirect and Mobius View under the following report ID and report name.

#### **MONTHLY:**

#### **PDA2056M**

Effective May 2, 2022, the SCO has updated monthly compliance report PDA2056M. The report now notifies human resources offices of employees who meet one of the below two conditions:

1. The employee has a 350-\*\*\* health benefit deduction without the appropriate ACA Status Code 3A (documents the acceptance of health benefits) or 3B (documents a late acceptance of health benefits), or
2. The employee has a 350-\*\*\* health benefit deduction with an ACA Status Code 6A (documents a permanent separation).

For each employee listed on the report, please update the employee's record with an ACA Status Code that accurately reflects the employee's health benefit status.

- Report ID: PDA2056M
- Report Name: EE WITH 350 DEDUCTION W/O 3A,3B, OR W/6A

## QUARTERLY:

### PDQ2056M

Effective August 1, 2022, the SCO will add a new quarterly compliance report PDQ2056M. The report now notifies human resources offices of employees who meet one of the two conditions:

1. The employee has a 350-\*\*\* health benefit deduction without the appropriate ACA Status Code 3A (documents the acceptance of health benefits) or 3B (documents a late acceptance of health benefits), or
2. The employee has a 350-\*\*\* health benefit deduction with an ACA Status Code 6A (documents a permanent separation).

For each employee listed on the report, please update the employee's record with an ACA Status Code that accurately reflects the employee's health benefit status. Employees listed on this report have been on the monthly compliance report PDA2056M for longer than 90 days and must be addressed immediately.

- Report ID: PDQ2056M
- Report Name: EE WITH 350 DEDUCTION W/O 3A,3B, OR W/6A

For inquiries specific to human resources staff authorized to access ViewDirect or Mobius View, contact PPSD Decentralized Security at [dsa@sco.ca.gov](mailto:dsa@sco.ca.gov). For more information on accessing and printing from ViewDirect, refer to the [ViewDirect User Manual](#) or [Mobius View Tutorial](#).

For questions regarding other inquiries related to the ACAS, contact ACA Online Support by emailing [acasupport@sco.ca.gov](mailto:acasupport@sco.ca.gov) or by calling (916) 322-3770.

#### **Additional Contact Information:**

- Cal Employee Connect Email [connecthelp@sco.ca.gov](mailto:connecthelp@sco.ca.gov)
- Cal Employee Connect Feedback Email [connectfeedback@sco.ca.gov](mailto:connectfeedback@sco.ca.gov)
- California Leave Accounting System (CLAS) Email [Clas@sco.ca.gov](mailto:Clas@sco.ca.gov)
- ConnectHR Email (All HR Staff) [connecthrhelp@sco.ca.gov](mailto:connecthrhelp@sco.ca.gov)
- ConnectHR Feedback Email (All HR Staff) [connecthrhelp@sco.ca.gov](mailto:connecthrhelp@sco.ca.gov)
- CS Escalation Email (HR Supervisors and Managers) [PPSDOps@sco.ca.gov](mailto:PPSDOps@sco.ca.gov)
- CSU Inquiry Email (HR Supervisors and Managers) [PPSDCSUInquiry@sco.ca.gov](mailto:PPSDCSUInquiry@sco.ca.gov)
- HR Suggestions Email (All HR Staff) [PPSDHRSuggestions@sco.ca.gov](mailto:PPSDHRSuggestions@sco.ca.gov)
- Management Information Retrieval System (MIRS) Email [ppsdmir@sco.ca.gov](mailto:ppsdmir@sco.ca.gov)
- [Statewide Customer Contact Center](#) (916) 372-7200

#### **SCO Key Initiatives:**

- [Cal Employee Connect Project](#)
- [California State Payroll System Project](#)

JEB:SC:ACA