

1260 Frequently Asked Questions

1. Where can I find more information regarding HEA 1260?

This link <http://www.in.gov/spd/2589.htm> contains the following information:

- *Link to the reporting tool workspace*
- *Step-by-Step instructions*
- *State Sample*

2. Having trouble logging into the reporting tool?

- **Make sure you are using the correct password.** *It is case sensitive. Username and Password may change from year to year so you cannot use last year's password for this year's report. Login information was sent to the school corporation's superintendent so please check with your schools superintendent to obtain that information. If you still cannot locate the information, email or have the superintendent email BenefitingSchools@spd.in.gov and we will get the appropriate person the link and login information.*

3. Our school hasn't received login information to report our costs?

Login information was sent to the schools superintendent to obtain that information usually in October. Please check with your schools superintendent to obtain that information, have them email BenefitingSchools@spd.in.gov and we will get the appropriate person the link and login information.

4. Can I get a copy of what my school submitted last year?

Yes. Please send your request including school ID to BenefitingSchools@spd.in.gov.

5. The enrollment changes throughout the year. Is there a particular date that we should use?

Use enrollment on the earlier of either the date you are completing the form or 12/31 of the year you are submitting for.

6. What if you have different amounts that you give to employees who do not participate in the health plans?

On line 4, list the average amount given to all employees for not participating.

7. Our plan "tiers" are employee/employee spouse/employee dependents and family. Which of the five options would these fit?

Employee = Employee Only Coverage; Employee Spouse = Employee + Spouse; Employee Dependents = Employee + Spouse + 1 Child; Family = Family

8. Do we need to report dental/vision?

No, you would only report medical plan data.

9. We offer teachers who do not take our health insurance an additional contribution toward life insurance. Does this need to be included?

Yes, enter that average contribution toward life insurance on line 5 as compensation offered in lieu of health insurance and then describe the arrangement on line 5A.

10. For retirees that are enrolled in our plan, do we include them in the number of enrollees to be calculated for the total annual cost?

No, retirees are not to be included in the number of enrollees.

11. When looking at the numbers is it going to be a total of the sum or looked at individually?

The average per enrollee per year is an aggregate of all plans offered by the employer. There will not be a plan-to-plan comparison (e.g. School X's PPO plan is not compared to the State Employee Traditional plan).

12. How do we include contributions that we make to VEBA? Is the total contribution?

All contributions to a VEBA should be included on line 9 along with any contributions to a Health Savings Account (HSA), Health Reimbursement Account (HRA) and Medical Flexible Spending Account (FSA).

13. How do you report different level of corporation contributions to the health plans?

List each one as a separate plan in Section 2. For example, if you have the "Gold Plan" and you have different levels of contributions based on their class (teachers vs. administrators) you would list each one as a separate medical plan. You can identify them as "Gold Plan – Administrators".