

Form 1095-C FAQ's-2021 Reporting Year

The Affordable Care Act requires that large employers provide each full-time, benefits-eligible employee receiving health insurance benefits, a 1095-C report. This report provides details of employee's enrollment in medical coverage. Enrollment information reported on 1095-C relates only to medical coverage, as information regarding enrollment in dental or vision programs is not included. The IRS requires the SoNM to deliver these forms to employees no later than **March 2, 2022**.

Delivery Method:

- State of New Mexico employee your form will be distributed via mail to your home address listed in SHARE.
- Local Public Body employee, your form will be distributed by your HR Representative.

Please note: It is not necessary for an employee to wait for the form in order to file their taxes.

COMMON QUESTIONS:

Q: What should I do if I didn't receive a 1095-C by the **March 2, 2022** deadline?

A: 1095-C forms are scheduled to be delivered by March 2, 2022.

- If the form is not received by March 2, 2022, contact your Human Resource Administrator to request a copy.
- If any of the information is incorrect, employees are encouraged to e-mail the benefits email at GSDRMD.EBB@state.nm.us or call Katherine Chavez at 505-827-0655 and leave a voicemail with their first and last name, address, agency, employee ID#, phone number, reason for the e-mail/call, and 1095-C in the subject line. Both the e-mail and voicemail are checked daily and employees should expect a call or response within 24 hours.

Q: What if I recently transferred to a new Agency?

A: Your 1095-C was mailed to the most recent Home address listed in SHARE.

If you have not transferred positions and still have not received your 1095-C, please contact the Employee Benefits Bureau at GSDRMD.EBB@state.nm.us

Q: What if I am Terminated, Retired, or a Deceased Employee during the 2021 Reporting Year?

A: Your 1095-C was mailed to the most recent Home address listed in SHARE.

Q: Why is the dollar amount of the monthly premium contribution on Line 15 not the same as 2x my Bi-weekly contribution rate?

A: The entered amount represents the lowest cost that an employee pays for employee-only health coverage that is offered by the SoNM, as the SoNM is required to report only the *lowest cost offered to the employee*, and not what employee actually pays. Also, as premiums are deducted 26 times per year, the premium contribution on Line 15 is adjusted to reflect the premium amount per month.

Q: What do I do if my 1095-C form has incorrect information?

A: If there are errors on your 1095-C form, please contact the SoNM at: GSDRMD.EBB@state.nm.us

Q: What if there is not an "X" in a month in which I did have coverage for?

A: A box with an "X" represents a full month in which you had coverage. If there is not an "X", please confirm that coverage for that month was for the entire month and not partial month.

Link to IRS Q&A's:

<https://www.irs.gov/affordable-care-act/questions-and-answers-about-health-care-information-forms-for-individuals>

Link to IRS Extension Notice/Guidance:

[2021 Instructions for Forms 1094-C and 1095-C \(irs.gov\)](https://www.irs.gov/2021-instructions-for-forms-1094-c-and-1095-c)

- SoNM employees, please direct any questions regarding 1095-C Forms to your designated HR Representative.
- Local Public Body employees, please direct any questions regarding 1095-C Forms to your HR Representative.