



Finding ACA Form Management after New User Interface

As you can see, we have some new changes to MarketLink!

While the majority of the screens have stayed the same, it has changed the way you find the ACA data within MarketLink.

How to find ACA Form Management:

Select "Affordable Care Act (ACA)" Under "Data & Tools:"

The screenshot shows the MarketLink dashboard. On the left is a navigation menu with categories: Employee, Dashboard, Find an Employee, Tasks, New Hire Processing, Data & Tools (circled in red), Reports, Billing, Data, Work Status Processing, Tickets, Affordable Care Act (ACA) (circled in red), and System Administration. The main content area is divided into three sections: 'Manage Employees' with a search bar and 'ADD A NEW EMPLOYEE' button; 'Recently Viewed Employees'; and 'Benefits Enrollment' with tabs for 'Open Enrollment' and 'New Hire Enrollment'. Under 'New Hire Enrollment', there are statistics for 'Past 30 days' (0 Enrolled, 0 Not Enrolled) and 'Scheduling' (New Hire Enrollment, Add Schedule, New Hire Enrollment Reminder, Add Schedule). A 'VIEW NEW HIRES' button is at the bottom left. On the right, there are 'Your Tasks' (65 Pending Tasks, 0 Life Events, 0 Document Requests, 65 Evidence of Insurability (EOI), VIEW PENDING TASKS) and 'Links' (Account Information, Advanced Configuration, Benefit Document Library, Documents).

This takes you directly to the "ACA Form Management" tab

The screenshot shows the 'ACA Form Management' interface. The left navigation menu is expanded to 'Data & Tools', with 'Affordable Care Act (ACA)' selected. The main content area has a header 'ACA Services' with a sub-header 'ACA Form Management' circled in red. Below this is a 'FORMS' section with a 'Year' dropdown set to '2019' and a 'Form Management' button. A navigation bar contains 'Review', 'Approve', 'Produce', 'Transmit', 'Correct', and 'Unapprove'. A table lists 'ALE Control Group' with columns for 'ALE Member Name', 'FEIN', 'Control Group', and 'Forms'. One entry is shown: 'ABC Corporation', '11-5555555', and '1094-C' with an 'edit' link. Below the table is a 'FORM REVIEW' section with a yellow background and text: 'This tab produces a bulk file of 1095-C and 1094-C forms that you can download for review.' There are input fields for '*Format:' (PDF), '*Forms per bulk PDF:' (5000), '*Test Employees:' (Don't include test employee 1095-C forms), 'UnMask SSN:' (checkbox), and 'Job Email:'. A green 'Submit Form Creation Job' button is at the bottom.