

ONLINE ENROLLEMENT

■ ■ ■ ■ ■ Benefits administration made simple



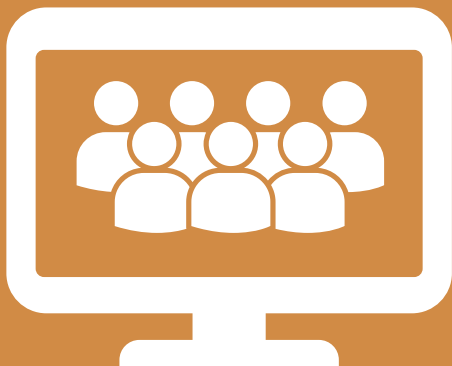
**AFFORDABLE
CARE ACT
REPORTING**



**HUMAN
RESOURCE
PORTAL**



**EMPLOYEE
PORTAL**



**PAYROLL & HRIS
INTEGRATION**

**BUKATY
COMPANIES**
Expertise you experience

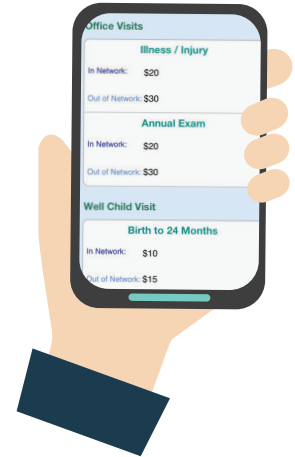
Online Benefits

Online Enrollment & Affordable Care Act (ACA) Reporting Platform

Our online enrollment tool enables you to administer your employee benefits with greater efficiency and accuracy. Employees have year-round access to their benefit information via a user-friendly web portal. Employees can elect coverage, change personal information and complete other routine administrative tasks online quickly and easily. Human resource professionals can streamline the benefit administration process, saving time and money for your company.

Online Enrollment Benefit

- Conduct open enrollment online
- Access human resource data and reports easily
- Easily manage your human resource content
- Free mobile apps for employees
- Improve employee communication
- Accurately report payroll deductions
- Reconcile carrier bills faster



Human Resource Portal

Human resource teams can manage all benefit-related data from a single site, reducing duplicative entry and errors.

- **Uniform Data:** A central employee record contains all relevant employment data needed for multiple carrier enrollment and ACA reporting.
- **Eligibility Rules:** Eligibility rules are applied to all new and existing employees to determine benefit eligibility consistently and accurately.
- **Reporting:** A comprehensive reporting engine is available which permits the generation of custom reports as well as access to standard system reports to improve human resource functionality and speed billing reconciliation.
- **Open Enrollment:** Individual enrollment progress can be tracked to ensure completion deadlines are met.
- **History Tracking:** Complete historical record of all transactions with data/time/user ID stamp for audit and tracking purposes.
- **Human Resource “Wall”:** Displays to-do tasks for all applicable entities to ensure seamless management and timely completion of benefit-related transactions. The “Wall” maintains a history of all outstanding and completed checklist items.
- **Employer Training:** Remote training ensures your human resource team has a thorough understanding of the system. Ongoing training for new human resource staff members is available from your Bukaty enrollment contact when needed.

View our product demo
 Visit www.bukaty.com/online-enrollment



Employee Portal

Our self-service portal is a highly intuitive, easy-to-use, interface that requires no training. Our rules-based engine ensures that employees will only see information that is specific to their benefit eligibility. Understanding that human resource is the “gatekeeper,” any change made by an employee can be suspended for human resource approval. The employee portal includes:

- Onboarding
- Electronic enrollment for new hires and open enrollment
- Qualifying event changes
- Updates to personal profile
- Access to document library
- Total Rewards Statement
- Mobile phone application
- Employee alerts



Payroll & HRIS Integration

Data sharing is the foundation on which benefit administration is built. Most companies have employee data on applications such as payroll or a Human Resource Information System (HRIS). Generally these systems are capable of extracting data elements and creating a file which can then be imported into our online enrollment system.

Employee demographic information such as name, address, date of birth, etc., is stored year-round. These values drive the rules-based engine for benefit selection. The primary fields include:

- Employee name
- Social Security Number
- Date of hire, birth & termination
- Salary
- Department or other division which is used as an eligibility variable

Affordable Care Act (ACA) Reporting

Our single-data warehouse allows you to capture the data needed to complete and e-file the ACA 1094-C and 1095-C forms required by the Internal Revenue Service, at a fraction of what most payroll providers charge.

The system allows you to define your new hire and ongoing employee measurement periods to simplify eligibility determination through the year. Controlled Group, self-funded and union employers, who have more complicated reporting requirements, can navigate the system easily. Additionally, our in-house ACA team has both ACA and system expertise to put your mind at ease from start to finish.

