

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:

- *Step-by-Step instructions*
- *State Sample*

2. Having trouble getting into the reporting tool?

This system does not require a username or password. It only needs your school corporation name and ID as well as the contact information for the individual who is completing this report to begin the report. If all this information isn't filled out completely, you will be unable to continue with completing the report. If the site isn't allowing you in, please clear your cache and try again. If you still are having issues continuing with the report, please email BenefitingSchools@spd.in.gov and we will investigate the issue further.

3. 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.

4. 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.

5. 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.

6. 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

7. Do we need to report dental/vision?

No, you would only report medical plan data.

8. 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.

9. 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.

10. Our school has multiple medical plans, how would we go about adding all of these?

On page 2 of the report, you will begin adding the medical plans for the school. After each medical plan, you will need to click the “add item” button at the bottom. If you do not do this, your information for that plan will not save nor will it let you add additional plans. Make sure to hit the add item button after each plan is completed even if you are not adding any more additional plans.

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).