



Brought to you by the State of Oregon

The State of Oregon is working with **HealthCare.gov** to help Oregonians get health care coverage.

Have a problem with your insurance?

If you have problems after you sign up for insurance, please contact the Oregon Insurance Division.

Visit insurance.oregon.gov and click on "Get Help"

Call 1-888-877-4894

Email cp.ins@oregon.gov

Other languages or formats?

Call **1-855-268-3767** (toll-free) between 8 a.m. and 5 p.m. Monday through Friday to request this information in Español, Русский, Tiếng Việt, 汉语, 漢語, large print, or another format.

440-5069 (2/16/COM)

Health insurance for you and your employees

A GUIDE FOR SMALL BUSINESSES



Get insured

SHOP + ENROLL, OREGON!



Get affordable coverage for you and your employees

No matter how big or small, every company needs healthy employees, but small businesses have their own set of challenges. Oregon's Small Business Health Options Program (SHOP) has not opened yet, but small businesses and nonprofits in Oregon can still offer affordable health insurance to their employees.

DON'T HAVE ANY EMPLOYEES?
Sign up at HealthCare.gov

If you don't have employees, you may qualify for a health insurance plan through **HealthCare.gov**, where you can shop and compare plans.

HealthCare.gov is the only place where you can get tax credits to help pay for premiums and out-of-pocket costs such as co-pays and deductibles.

Visit **HealthCare.gov** or call **1-800-318-2596** (toll-free) to enroll. You can also visit **OregonHealthCare.gov** or call **1-855-268-3767** (toll-free) to find FREE, in-person help to sign up.

You may also qualify for the Oregon Health Plan (Medicaid), which offers free or low-cost coverage for low-income Oregonians. For example, if you earn **less than \$16,394** as an individual or **\$33,534** as a family of four, you may qualify. For more information visit **OregonHealthCare.gov** or call **1-800-699-9075** (toll free).

IMPORTANT DATES

Nov. 1, 2016

First day to sign up, renew, or change plans.

Dec. 15, 2016

Last day to sign up, renew, or change plans with a Jan. 1, 2017, start date.

Jan. 31, 2017

Last day to sign up, renew, or change plans. If you don't sign up, you could go a year without insurance. You could also pay a penalty when you file your 2017 taxes.

Next chance to enroll

- You may qualify for a special enrollment period if you have a major life change. This includes changes such as having a child, getting married or divorced, changes in your income, or for more information visit **HealthCare.gov**.

Shop and enroll today



HAVE EMPLOYEES AND WANT TO OFFER INSURANCE?

You can work with an insurance agent or insurer to get the right group coverage for your employees. Certain small businesses may qualify for a tax credit to help pay for coverage if they purchase a certified plan.

If you don't offer insurance to your employees, encourage them to get individual coverage through **HealthCare.gov**, where they may qualify for financial help to help pay the costs of coverage.

AM I ELIGIBLE FOR THE SMALL BUSINESS TAX CREDIT?

The IRS Small Business Health Care Tax Credit helps qualified small businesses lower the cost of offering health insurance to employees. Oregon small businesses must meet the following minimum criteria to qualify for the tax credit:

- Employ fewer than 25 full-time equivalent (FTE) employees (not including family members of owners/partners or seasonal workers who work fewer than 120 days during the taxable year)
- Pay average annual salaries of \$50,000 or less per employee
- Pay at least 50 percent of FTE employees' premium costs
- Purchase a certified medical or dental plan from a participating insurance company

Learn more at **OregonHealthCare.gov**.



WHAT IF AN EMPLOYEE DECLINES MY INSURANCE OFFER?

If the insurance plan you offer meets certain standards of affordability and coverage but an employee decides not to sign up it, the employee can sign up for a plan at **HealthCare.gov** during the open enrollment period (Nov. 1, 2016 – Jan. 31, 2017). Please remind your employees that they will **not** be eligible for financial help. If they don't get insurance, they may also have to pay a penalty.

The penalty for not having insurance in 2017 is the higher of these two numbers:

- 2.5 percent of their yearly household income
- \$695 for every adult in their family plus \$347.50 for every child under 18

WHAT IS SHOP COVERAGE?

Any small business in Oregon with one to 50 employees can purchase a certified plan directly from one of the participating insurers. And, if you have a small business with fewer than 25 full-time employees, you could be eligible for the Small Business Health Care Tax Credit. **Your business qualifies for SHOP if you:**

- Have an office or employee worksite within the SHOP's service area.
- Have 50 or fewer FTE employees.
- Offer coverage to all of your FTE employees (works ~30+ hours/week).
- Enroll at least 70 percent of your FTE employees in your SHOP plan. Employees with coverage through another employer plan, Medicare, Medicaid, the military, or veterans' programs are not included in the calculation.

(Employers who enroll in SHOP coverage between Nov. 15 and Dec. 15 each year can offer SHOP coverage without meeting this percentage requirement.)

DO I HAVE TO PROVIDE INSURANCE TO MY EMPLOYEES?

If you have 49 or fewer full-time equivalent (FTE) employees, you don't have to offer insurance, and you don't face a penalty if you don't provide it. Employers who have 50 or more FTEs may be subject to a fine if they don't provide "affordable" health insurance coverage that meets minimum coverage standards for their employees in 2017. "Affordable" coverage is coverage that costs no more than 9.5 percent of an employee's annual income.

Fines by the IRS are calculated as follows:

- No coverage offered: \$2,000 x (FTEs - 30) per year
- Coverage offered but is not affordable or does not meet the MEC requirements: Lesser of the above equation or \$3,000 x FTEs that receive an Advanced Premium Tax Credit

For example, if an employer has 50 employees, 21 of whom get coverage through **HealthCare.gov**, and does not offer coverage that meets the requirements,

the employer will have to pay a penalty of \$42,000 ($\$2,000 \times 21 = \$42,000$). Visit **irs.gov** to learn more about the **Employer Shared Responsibility Payment**.

Do I have to offer coverage for employees' spouses and dependents?

No, but if you are unable to offer health insurance for your employees' spouses and dependents, they may be eligible for financial help to pay the cost of health care. There is no tax penalty for your business if they get financial help. Have them visit **HealthCare.gov** or call **1-800-318-2596** (toll-free) to enroll. They can also visit **OregonHealthCare.gov** or call **1-855-268-3767** to find a local insurance agent to help find the right plan.

