

COMPREHENSIVE COMPLIANCE SERVICES FOR EMPLOYEE BENEFIT PLANS

One of the most challenging aspects of employee benefits is meeting and maintaining compliance with evolving federal and state laws, rules and regulations, particularly the Affordable Care Act (ACA). Employers pay millions of dollars in penalties for preventable violations associated with benefit plans. Corporate Synergies provides expert support and timely information that reduces the risk of costly regulatory liability.

Are Your Benefits Compliant? The Results of Our New-client Assessment May Surprise You

New clients are often surprised by the errors and omissions revealed by our onboarding compliance assessment. Our experts have uncovered at least one compliance issue in 100% of the health and welfare plans analyzed since 2005, the year that Corporate Synergies began providing onboarding assessments. Our team works with employers to identify and resolve immediate issues and develop a system to keep plans compliant year after year. They also monitor laws, regulations and guidance, and deliver timely information on changes that impact benefits programs.

Comprehensive Affordable Care Act Support

We conduct a full review of existing policies and processes for meeting and maintaining compliance with the ACA, and:

- Review measurement periods, the plan's compliance with minimum essential coverage, minimum value and affordability requirements, and related fees, taxes and penalties
- Review all reporting, filing and disclosure requirements
- Provide assistance and support with automated ACA information reporting systems



100%

of new-client compliance assessments conducted by Corporate Synergies reveal errors

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Corporate Synergies delivers ongoing compliance updates through our eAlert program, and shares timely information via webinars, conferences and forums.

Synergies360SM

Corporate Synergies takes a full view of the insurance landscape, studies it from every angle, pursues innovation where none exists, and transforms this deeper understanding into actionable strategies to protect our clients and their participants. We call our approach Synergies360.



For more information visit corpsyn.com or call **877.426.7779**

General Compliance

In addition to ACA compliance services, Corporate Synergies' in-house experts monitor and provide timely updates and support related to ERISA, HIPAA, COBRA, USERRA, Cafeteria Plans and Flexible Spending Accounts (Section 125/FSA), Medical Expense Programs (Section 105), Annual Reporting Requirements (Form 5500) and other requirements.

We substantially reduce compliance issues that could result in fines and personal liabilities for your organization and staff.

COBRA Compliance

- Full review of existing processes
- Development of customized communication documents and recommendations for administrative procedures and operational systems

HIPAA Compliance

- Assessment, gap analysis and ongoing support
- Customized compliance plan
- Up-to-date HIPAA documentation
- Training for privacy officers and PHI handlers is available to all clients and as a stand-alone service

Filing and Reporting Services

- Timely preparation of Form 5500(s), Schedules (A and C) and Summary Annual Reports (SARs); Form 5500 services are also available as a stand-alone service

Fee-Based Services

ERISA Plan Documents

All ERISA health plans must have a plan document and a Summary Plan Description (SPD) describing the terms of the plan. The plan document contains the more technical rules applicable to participants; the SPD is a summary written in more simplified and easier-to-understand language. There are no exceptions to this requirement regardless of your organization's size.

If you think you have plan documents because you have carrier contracts, chances are, you're incorrect.

Carrier contracts almost never meet the requirements to be considered ERISA plan documents by the government or the courts. Relying solely on these documents to ensure compliance could potentially put you at risk.

Plan Document Services

We review benefit plan documents to uncover omissions, coordination-of-benefits errors, and discrepancies with ERISA and other relevant federal and state laws. We develop plan documents, SPDs and/or Summary of Material Modifications (SMMs) documents as needed, with distribution coordination to employees and dependents.