**ACA Webinar FAQ**

**1. What reports do we need to run to ensure ACA data is correct?**  
To verify ACA data, the following reports and counters are useful:

* **ACA End Active Offer**: This counts employees with an ACA eligibility status of "undetermined" who do not have an open assignment but have an active offer (both enrollments and declinations) in the ACA Companion.
* **ACA Full Time w/o Offer**: This displays full-time employees who should be offered an ACA-qualified healthcare plan but do not have a current offer recorded in ACA Companion.
* **ACA Companion Census AQ**: This shows an employee's total hours, ACA eligibility, total wages, benefits, and benefit amounts. It’s useful for tracking healthcare eligibility and benefit participation, often used to review employees marked "Yes" for ACA eligibility who have no offers or declinations entered in ACA Companion.

For additional information on other ACA reports, including the 1095C, visit the [ACA Reports Support Center](https://support.avionte.com/hc/en-us/articles/226572328-ACA-Reports-including-1095C).

**2. I have an integration with ESC. Since employees are accepting or declining through the integration, does the data flow to the ACA Companion?**  
No, the data does not automatically flow to the ACA Companion. However, you can use the import feature in BO. Since ESC is an integrated partner, they understand the required format and details for the import. You can follow the guidelines in this [ACA Import and Export article](https://support.avionte.com/hc/en-us/articles/235826327-ACA-Import-and-Export) to ensure proper configuration.

**3. How do we run the ACA Companion Census AQ for all employees?**  
To run the ACA Companion Census AQ for all employees, follow the instructions in this [guide to ACA Companion Census AQ](https://avionteclassicsupport.zendesk.com/hc/en-us/articles/1500009665262-Standard-AQ-ACA-Companion-Census-AQ).

**4. How do you end an offer in the ACA Companion?**  
Offers can be managed and ended through the **Employee Plan Details** tab. For more details, refer to this [guide on Employee Plan Details](https://support.avionte.com/hc/en-us/articles/235893348-ACA-Companion-Employee-Plan-Details-Tab#h_01FJA6TS78KJEP0M9NRWRWG48H).

**5. Is there a way to hide the suppliers we no longer do business with in the ACA Report Prep tab?**  
Unfortunately, suppliers cannot be hidden or removed from view in the ACA Report Prep tab because they hold historical data that must be retained for up to 3 years after the original filing due date.

**6. What does the term "supplier" represent in the ACA Companion?**  
A **supplier** refers to an employer that provides staffing services in the ACA Companion.

**7. Can we e-file directly with Greenshades if ACA data is not kept in Avionte, or do we have to e-file independently?**  
Yes, you can e-file directly with Greenshades by using the spreadsheet provided on their platform. However, this requires a Greenshades account and incurs an additional cost.

**8. Is there a specific app to read XML files so that they are easy to read?**  
You can open XML files using **Notepad** or **Notepad++** if they contain a lot of data. Alternatively, you can launch the XML file in a browser, depending on the file size.

**9. Where is the regeneration button to regenerate the ACA data?**  
To regenerate ACA data, click the **Generate/Regenerate** button in the **Report Preparation** tab of the ACA Companion. For more information, check this [Report Preparation Tab guide](https://support.avionte.com/hc/en-us/articles/235953667-ACA-Companion-Report-Preparation-Tab).