



## 2021 Year-End QSEHRA Report

We're almost to the new year! We're excited about working with you again this coming year, but we do want to make sure we wrap up 2021 well and that you (and your tax-professional) have everything you need for the upcoming tax season. Attached is your QSEHRA report for 2021.

### What you should do with this report

You'll want to provide this report to whomever prepares the W-2 Forms for your employees (if that's not you). ***The IRS requires that employers report the total amount offered through the QSEHRA to each eligible employee (regardless of how much was reimbursed). The offered amount is reported on each employee's W-2 in Box 12 with the Code FF.*** This amount is not taxable but may impact an employee's eligibility for tax credits (if any) from the Marketplace.

### How to read this report

On the following page(s), we list your eligible employees and the amounts that should be reported on their W-2 Forms, according to our records. It's up to the QSEHRA plan administrator (you) to make sure that the eligible employee list and amounts are complete and correct.

### Frequently Asked Questions (FAQs)

*What if an employee didn't receive any reimbursements?*

If an employee at any point this year met the QSEHRA eligibility requirements you established, regardless of reimbursements received, you'll still need to report the amount he or she could have received while eligible. See [IRS Notice 2017-67](#), Section J for more details.

*What if I already issued W-2s to my employees?*

You'll want to talk to your payroll provider or tax-professional about issuing a revision.



*What if my report is missing an employee or has someone that's no longer eligible?*

Now is a great time to update your employee roster! Please log in to the [Member Portal](#) to make sure that it's up to date. Employees and former employees who were eligible at any point this year should be listed but email us at [support@takecommandhealth.com](mailto:support@takecommandhealth.com) if you had any personnel changes that did not get updated on the Member Portal.

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Thank you for being a Take Command Health client! Our goal is to provide a fantastic experience for you and your employees. If you have any questions, we are happy to help. Please contact your client success manager or our support team at [support@takecommandhealth.com](mailto:support@takecommandhealth.com).

*This report is informational only. We are not licensed tax-professionals (we're the health guys). Please consult with your licensed tax-professional on the usage of this report.*

# [Year] W-2 Report

[Demo Company]

Include the indicated amounts on each employee's W-2 in Box 12 with the code FF.

<u>Name</u>	<u>Total Offered</u>
Cathy Buccieri	\$1,800.00
Gilda Calove	\$1,800.00
Miguel Cervantes, Jr.	\$1,800.00
Miguel Cervantes, Sr.	\$1,800.00
Dawn Dimanno	\$1,800.00
Kyle Heffernan	\$1,200.00
Althea Javellana	\$1,200.00
Dakota Miller	\$1,800.00
Taylor Miller	\$600.00
Deyazn Obadi	\$1,050.00
Dakota Taylor	\$1,050.00