

1094-B and 1095-B Forms and Filing

All employer groups under the Chamber Health Benefits Plan are required to file Tax Form 1094-B (employer) and provide employees with the individual return Tax Form 1095-B. For the 2023 tax year, SummaCare will prepare the necessary forms for all covered groups and make them available via SummaCare's employer portal, Plan Central. SummaCare uses data provided by employer groups, brokers and employees to populate these tax forms. The completed forms and information contained within them are ultimately the responsibility of the plan sponsor (employer group). Each plan sponsor should confirm the accuracy of all information reported on any form. Employers must provide copies of the 1095-B to each covered employee via a printed copy or providing a notice on how to receive a copy electronically.

SummaCare will not file any form electronically for tax year 2023. Any form filings are the responsibility of the plan sponsor and/or employee.

Accessing Plan Central

If you don't already have a Plan Central account, get started today at **summacare.com/plancentral**. To begin the signup process, be sure to have the following information handy:

- Your group's Tax ID number
- Your group number

Downloading the Forms through Employer Plan Central

- Log in to Plan Central via your employer account
- Hover over the Resources tab and select Documents and Reports
- Select Documents and Reports
- Select Folder for 1095 Tax Document to view and print the tax form packet (PDF).

Questions?

Please contact your insurance agent or your SummaCare Account Manager with any questions regarding these forms or using SummaCare's Plan Central portal.

For any questions regarding IRS reporting requirements or filing instructions, please contact your tax professional.

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