

## IMPORTANT HEALTH COVERAGE TAX DOCUMENT

### Notice of Your 1095-C Health Coverage Information for Tax Filing

As part of the Accountable Care Act (ACA) requirements, we are providing you with Form 1095-C, which contains important information about the health coverage offered to you in 2025, by General Health System. Form 1095-C's will be available by March 2, 2026.

### How to Access Your 1095-C Form

For current employees of General Health System, Form 1095-C will be available electronically through our secure employee portal. Instructions to access this information are shown below. If you are no longer employed with General Health System, you may request a paper copy of Form 1095-C. Instructions for requesting a paper copy are also shown below.

#### **Please follow these instructions to access your Form 1095-C from a computer:**

1. Visit: <https://generalhealth-sso.prd.mykronos.com>.
2. Login using your employee credentials.
3. Click the “Menu” icon, then navigate to My Information → My HR. You should now be in the “Forms” tab, under the “Government Forms” section.
4. Click on the link titled 1095-C, then click “Selected Year” and select year 2025, then click “Apply”.
5. To view your form, click the “pencil” icon.
6. Download and save or print your Form 1095-C.

#### **Please follow these instructions to access your Form 1095-C from a smartphone:**

1. Open the “UKG Pro” app on your iPhone/smart device.
2. Login using your employee credentials.
3. Click the “Menu” icon, then navigate to My Information → My HR. You should now be in the “Forms” tab, under the “Government Forms” section.
4. Click on the link titled 1095-C, then click “Selected Year” and select year 2025, then click “Apply”.
5. To view your form, click the “•••” icon that is shown underneath the “Actions” column.
6. Download and save or print your Form 1095-C.

#### **Please follow these instructions if you are no longer employed with General Health System or if you would prefer to request a paper copy of Form 1095-C:**

To request a printed copy of Form 1095-C, you may contact the General Health System Human Resources Department at (225) 237-1573, submit a request via email at [human.resources@brgeneral.org](mailto:human.resources@brgeneral.org) or mail a written request to General Health System, Human Resources Department, 8490 Picardy Avenue, Suite 100A, Baton Rouge, LA 70809.

### Why This Form Matters

- **Tax Filing:** You may need Form 1095-C when filing your federal tax return to confirm health coverage for yourself and any dependents.
- **Coverage Information:** The form details the health insurance coverage that was offered to you and whether you were enrolled.

If you have any questions about your Form 1095-C or need assistance, please contact the General Health System Human Resources Department at the telephone number listed above.

Thank You,  
**General Health System**  
Human Resources Department