

## 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