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# **Self-Employment**

Time: 7 Dial-In Number: 7 Conference ID: 7

10:00am – 11:30am : 1-855-897-5763 7935188



### Today's Webinar

- Dial in to listen to the audio portion of the webinar using the audio instructions on your Webex control panel.
- All participants will remain muted for the duration of the program.
- Questions can be submitted using the Q&A function on your Webex control panel; we will pause periodically to take questions.
- A recording of the webinar and any related materials will be available online and emailed to all registrants.





### Here's what you said:

- More than 95% said "this webinar increased my knowledge of the topic".
- More than 95% said "the information will allow me to better assist consumers in choosing a QHP".
  - "Please keep doing these kind of trainings, they are very helpful"
- "Continue featuring expert and great facilitators."
- "What was unclear became clearer with this webinar."
- "I am really looking forward to the Essential Plans webinar."

### Presenters



### • Welcome

Gabrielle Armenia

Bureau Director of Child Health Plus Policy & Exchange Consumer Assistance

### Today's Panelists

| Erin Bacheldor       | Medical Assistance Specialist, Division of Eligibility and<br>Marketplace Integration  |
|----------------------|--|
| K. Pamela Lavillotti | Project Manager, Bureau of Child Health Plus Policy & Exchange Consumer Assistance     |
| Amy Grabek           | Regional Director, Small Business Marketplace  |
| Judith Layton        | Health Program Administrator 2, Bureau of Medicaid Enrollment and Exchange Integration |
| Sara Oberst          | Eligibility Program Manager 2, Division of Eligibility and Marketplace Integration     |
| Sara Rothstein       | Director of Policy and Planning, NY State of Health                                    |



# Agenda

- Who are the Self Employed
- Types of Self Employment
- How to Locate Self Employment on a Tax Return
- Where to Enter Self Employment Income in the Application
- Documentation Requirements



### Who are the Self-Employed?

According to the IRS, a person is considered selfemployed if any of the following apply:

- Carry on a trade or business as a sole proprietor or an independent contractor
- A member of a partnership or S corporation that carries on a trade or business
- Otherwise in business for themselves (including a part-time business)



# What are the Sources of Self-Employment Income?

- Sole Proprietorship
  - Business
  - Farm
- Partnership
- S Corporation
- Rental Real Estate



### Individual Marketplace versus Small Business Marketplace (SBM)

- As of 1/1/2014, Sole Proprietors without any employees are not eligible to participate in the SBM.
- As of 1/1/2014, Sole Proprietors with at least one eligible common law employee qualify as a small group and are eligible to enroll in the SBM (either the sole proprietor and/or his common law employee were eligible to enroll in SBM).
- What is changing as of 1/1/2016 is that *all* small groups (including those who are sole proprietors with common law employees, partnerships, s-corporations and any incorporated or unincorporated small groups) must have at least one common law employee ENROLLED in order to be considered a small group and eligible to participate in the SBM. That means, the small group must know that a common law employee will enroll, in order for his/her group (and the owner) to be eligible for coverage in the SBM.



### **Common Law Employee**

| Individual Marketplace  | SBM   |
|---|---|
| Does not have at least one eligible common law employee enrolled. | Must have at least one <b>enrolled</b> common<br>law employee to qualify as a small group<br>and are eligible to enroll in the SBM. |

**Common Law Employee** - A common law employee cannot be the owner or the spouse of the owner. The child of the sole proprietor or owner of a small group *could* be a common law employee provided he or she is actually employed by the business and works a minimum of 20 or more hours on average per week.



# Who is Not Self-Employed?

C-Corporation
 Form 1120

| Check                | ivenue Servi<br>k if:<br>Idated returg |  | Name  | m 1120 and its separat   | te instructions is                              | at www.irs.govn                       | .20<br>B =            | ····· 201                  | mber  |  |
|----------------------|--|--|---|--|---|---------------------------------------|-----------------------|----------------------------|-------|--|
| (attach<br>Lite/no   | Form \$2                               | TYPE   | Number, street, and ro  | om or suite no. If a P.O. box  | see instructions.                               |                                       | C Date                | activity of the            | _     |  |
| dated r              | in the second                          |  |   |  |   |                                       |                       |                            |       |  |
| 1                    | sch. PH) .<br>pervice corp             | · 🗆  | City or town, state, or p                                       | province, country and ZIP or   | r foreign postal cod                            | •                                     | D Total               | assets (see instructs.     |       |  |
|                      | iona) -                                |  | k if: (1) 🗌 Initial return                                      | (2) Final retu   | <b>m M</b>                                      | Name change                           | (4) A                 | ddress change              |       |  |
| T 1                  |  |  | is  |  |   | 1a                                    | 1 1                   |                            |       |  |
|                      | B RA                                   | and allowand                                   |   |  |   | 16                                    |                       |                            |       |  |
|                      | o Balan                                |  | a 1b from line 1a   |  |   |                                       |                       | le l                       |       |  |
| 2                    | Cost o                                 | s sold (a                                      | ttach Form 1125-A) .  |  |   |                                       | - D                   | 2                          |       |  |
| 3                    | Gross                                  | profi btract                                   | line 2 from line 1c   |  |   |                                       | · - 🗆                 | 3                          |       |  |
| 4                    | Divider                                |  | C, line 19)   |  |   |                                       |                       | 4                          |       |  |
| 5                    |  |  |   |  |   |                                       |                       | 5                          |       |  |
| • •                  |  |  |   |  |   |                                       |                       | 6                          |       |  |
| 8                    |  | gain net incon                                 | ne un h Schedule D  |  |   |                                       |                       | 8                          |       |  |
|                      |  | gain net incon<br>n or (loss) from             |   | (Form 1120)  |   |                                       |                       | 9                          |       |  |
| 10                   |  | ncome (see ins                                 |   | ement)   |   |                                       |                       | 10                         |       |  |
| 11                   |  | ncome. Add lin                                 |   |  |   |                                       |                       | 11                         |       |  |
| -                    |  |  |   | attach Form 1125-E)  |   |                                       |                       | 12                         |       |  |
| 13                   |  |  | ess employment o  |  |   |                                       | - E                   | 13                         |       |  |
| 14                   | Repair                                 | and maintena                                   | ance  |  |   |                                       | · - 🖸                 | 14                         |       |  |
| 12<br>13<br>14<br>15 |  | bts  |   |  |   |                                       |                       | 15                         |       |  |
| 10                   |  |  |   |  |   |                                       |                       | 16                         |       |  |
|                      |  | and licenses                                   |   |  |   |                                       |                       | 17                         |       |  |
| 18<br>19<br>20       |  |  |   |  |   |                                       |                       | 18                         |       |  |
| 19                   |  |  | ms  | · · · ·  |   | tach Form 4562) .                     |                       | 19                         |       |  |
| 20                   |  | ation from For                                 | m 4962 not claimed o  | in round 112040 Sew  | nerel on return (a                              | aun Form 4562) .                      |                       | 21                         |       |  |
|                      |  |  |   |  |   |                                       |                       | 22                         |       |  |
| 23                   |  | n, profit-sharin                               |   |  | N 1 1 1   |                                       |                       | 23                         |       |  |
| 24                   |  |  | grams   |  |   |                                       |                       | 24                         |       |  |
| 25                   |  |  |   | ttach Form 8903) .   |   |                                       |                       | 25                         |       |  |
| 26                   |  |  | ach statement) .  |  |   |                                       |                       | 26                         |       |  |
|                      | Total o                                | eductions. A                                   | dd lines 12 through 26  |  |   |                                       | 🕨 🔤                   | 27                         |       |  |
| 28<br>29             |  |  |   | eduction and special de  | ductions. Sub                                   | line 27 from line                     | 11. 3                 | 28                         |       |  |
| 29                   |  |  | duction (see instructio   |  |   |                                       |                       |                            |       |  |
| ۱   I                |  |  | Schedule C, line 20) .  |  | B   |                                       |                       |                            |       |  |
| 30                   |  | es 29a and 29                                  |   | e 28 (see instructions)  |   |                                       |                       | 9c<br>30                   |       |  |
| 30                   |  |  |   |  |   |                                       |                       | 30                         |       |  |
| a 31                 |  |  |   | edule J, Part II, line 21)   |   |                                       |                       | 32                         |       |  |
| 1 33                 |  |  |   | eck if Form 2220 is attac  |   |                                       |                       | 33                         |       |  |
| È                    |  |  |   | total of lines 31 and 33   |   | ved                                   |                       | 34                         |       |  |
| 35                   |  |  |   | otal of lines 31 and 33, e   |   | paid                                  |                       | 35                         |       |  |
| 36                   | Enter a                                | mount from lin                                 | e 35 you want: Credit   | ed to 2015 estimated to  | ax 🕨  | Refund                                |                       | 6                          |       |  |
|                      | Under pe                               | tables of perjury, I o<br>lete, Declaration of | declare that I have examined to<br>preparer jother than the new | his return, including accompany<br>() is based on all information of v | ing schedules and stat<br>which preparer has an | ements, and to the best<br>knowledge. |                       | and belief, it is true, co | enet, |  |
| ign                  |  |  |   |  |   |                                       | May                   | clacuss this retuined      |       |  |
| lere                 | -                                      | e of officer                                   |   | Date   | Title   |                                       | (see                  |                            |       |  |
|                      |  | e of officer<br>/Type preparer's               | name  | Preparer's signature   | + 1me   | Date                                  |                       |                            |       |  |
|                      |  | - We here a                                    |   |  |   |                                       | Check                 |                            |       |  |
| re.                  | rer                                    | a neme 🕨                                       |   |  |   | -                                     | self-emp<br>n'a EN IP | abyed                      |       |  |
| se C                 | 1111                                   | 's name 🕨                                      |   |  |   |                                       | na EIN 🕨              |                            |       |  |



## How is Self-Employment Income Reported?

- Income is reported on an individual's tax return Form 1040
  - All business expenses allowed by the IRS are allowed for MAGI eligibility determinations
  - Additional IRS deductions are also allowed

| 1040 Inst  | the Treasury-Internal Revenue Service (%) 2014 OMB No. 1545-0074 RS Uses Only-Co not write or staple in the space.                       |                                      |
|--|--|--------------------------------------|
| For the year Jan. 1-Dec. 31, 2014, or<br>Your first name and initial | ahrrauen moorne rak recent 2014, ending ,20 See separate instructions.   | nystateofhealth                      |
|  |  | The Official Health Plan Marketplace |
| If a joint return, spouse's first na                                 | e and initial Last name Spouse's social security number  |                                      |
| Home address (number and stre  | (). If you have a P.O. box, see instructions. Apl. no. Make sure the SSN(s) above and on time 6c are correct.                            |                                      |
| City, town or post office, state, and                                | P code. If you have a foreign address, also complete spaces below (see instructions). Presidential Election Campaign                     |                                      |
| Foreign country name   | Check here it you, or your spoce if thing<br>Dealth here it you, or your spoce if thing<br>Dealth it you are you are this fund. Checking |                                      |
| Income S   | 7 Wages, salaries, tips, etc. Attach Form(s) W-2   | . 7                                  |
| income   | 8a Taxable Interest Hitten concoure on required  | . 8a                                 |
|  | b Tax-exempt interest. Do not include on line 8a 8b  |                                      |
| Attach Form(s)<br>W-2 here, Also                                     | 9a Ordinary dividends. Attach Schedule B if required   | . 9a                                 |
| attach Forms   | b Qualified dividends 9b   |                                      |
| W-2G and   | 10 Taxable refunds, credits, or offsets of state and local income taxes  | . 10                                 |
| 1099-R if tax  | 11 Minory received   | . 11                                 |
| was withheld.  | 12 Business income or (loss). Attach Schedule C or C-EZ  | . 12                                 |
|  | 13 Capital pain or (loss) Attach Schedule D if required, not required, check here 🕨  | 13                                   |
| If you did not   | 14 Other gains or (losses). Attach Form 4797   | . 14                                 |
| get a W-2,<br>see instructions.                                      | 15a IRA distributions . 15a b Taxable amount   | . 15b                                |
| see instructions.  | b Taxable amount   | 16b                                  |
|  | 17 Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule   | E 17                                 |
|  | 18 Farm income or (loss). Attach Schedule F  |                                      |
|  | 19 Unemployment state  | . 19                                 |
|  | 20a Social security benefits 20a b Taxable amount  | 20b                                  |
|  | 21 Other income. List type and amount  | 21                                   |
|  | 22 Combine the amounts in the far right column for lines 7 through 21. This is your total income >                                       | 22                                   |
|  | 23 Educator expenses   |                                      |
| Adjusted   | 24 Certain business expenses of reservists, performing artists, and  |                                      |
| Gross  | fee-basis government officials. Attach Form 2106 or 2106-EZ 24   |                                      |
| Income   | 25 Health savings account deduction. Attach Form 8889 . 25   |                                      |
|  | 26 Moving expenses. Attach Form 3903 26  |                                      |
|  | 27 Deductible part of self-employment tax. Attach Schedule SE . 27   |                                      |
|  | 28 Self-employed SEP, SIMPLE, and qualified plans 28   |                                      |
|  | 29 Self-employed health insurance deduction 29   |                                      |
|  | 30 Penalty on early withdrawal of savings  |                                      |
|  | 31a Alimony paid b Recipient's SSN  31a 31a  |                                      |
|  | 32 IRA deduction   |                                      |
| 1  | 33 Student loan interest deduction   |                                      |
|  | 34 Tuition and fees. Attach Form 8917  |                                      |
|  | 35 Domestic production activities deduction. Attach Form 8903 35   |                                      |
|  | 36 Add lines 23 through 35   | . 36 12                              |
|  | 37 Subtract line 36 from line 22. This is your adjusted gross income   | ▶ 37                                 |

Th

| Income                                     | 7         | Wages, salaries, tips, etc. Attach Form(s) W-2                   |           |                        | 7  |  |          |
|--|-----------|--|-----------|------------------------|----|--|----------|
| Attach Form(s)                             |           | How is Income from   | or        | n a So                 | le |  |          |
| W-2 here. Also<br>attach Forms<br>W-2G and |           | <b>Proprietorship R</b>  | e         | oorted                 | ?  |  |          |
| 1099-R if tax                              | 11        | Alimony received   |           |                        | 11 |  |          |
| was withheld.                              | 12        | Business income or (loss). Attach Schedule C or C-EZ             |           | <u>.</u>               | 12 |  |          |
| If we                                      |           |  |           |                        |    |  | $\vdash$ |
| lfyd<br><sup>get</sup> 12 Busir            | ness ir   | ncome or (loss). Attach Schedule C or C-EZ                       |           |                        | 12 |  | <u> </u> |
| see  |           |  |           |                        |    |  | -        |
|  | 17        | Rental real estate, royalties, partnerships, S corporations,     | truete    | ate, Attach Schadula P | 17 |  | -        |
|  | 18        | Farm income or (loss). Attach Schedule F                         |           |                        | 18 |  |          |
|  |           |  |           |                        |    |  |          |
| 18 Farm                                    | incoi     | me or (loss). Attach Schedule F                                  |           |                        | 18 |  |          |
| A  | 23        | Educator expenses  | 23        |                        |    |  |          |
| Adjusted                                   | 24        | Certain business expenses of reservists, performing artists, and |           |                        |    |  |          |
| Gross<br>Income                            |           | fee-basis government officials. Attach Form 2106 or 2106-EZ      | 24        |                        |    |  |          |
| income                                     | 25        | Health savings account deduction. Attach Form 8889 .             | 25        |                        |    |  |          |
|  | 26        | Moving expenses. Attach Form 3903                                | 26        |                        | _  |  |          |
|  | 27        | Deductible part of self-employment tax. Attach Schedule SE .     | 27        |                        | _  |  |          |
|  | 28        | Self-employed SEP, SIMPLE, and qualified plans                   | 28        |                        | -  |  |          |
|  | 29        | Self-employed health insurance deduction                         | 29        |                        | -  |  |          |
|  | 30<br>31a | Penalty on early withdrawal of savings                           | 30<br>31a |                        | -  |  |          |
|  | 32        | IRA deduction  | 312       |                        | -  |  |          |
|  | 33        | Student loan interest deduction                                  | 33        |                        |    |  |          |
|  | 34        | Tuition and fees. Attach Form 8917.                              | 34        |                        |    |  |          |
|  | 35        | Domestic production activities deduction. Attach Form 8903       | 35        |                        |    |  |          |
|  | 36        | Add lines 23 through 35  |           |                        | 36 |  |          |

| Income                           | 7      | Wages, salaries, tips, etc. Attach Form(s) W-2                   | • •      |                        | •     | 7        |           | -        |
|----------------------------------|--------|--|----------|------------------------|-------|----------|-----------|----------|
| Attach Form(s)<br>W-2 here. Also |        | How is Income  | fro      | om a                   |       | 8a<br>9a |           |          |
| attach Forms<br>W-2G and         | 1      | Partnership Rep  |          | rted?                  |       | 10       |           |          |
| 1099-R if tax<br>was withheld.   | 1      |  |          |                        | -     | 11       |           |          |
| was withneid.                    | 12     | Business income or (loss). Attach Schedule C or C-EZ .           |          |                        | -     | 12       |           |          |
| المراجع والمراجع                 | 13     | Capital gain or (loss). Attach Schedule D if required. If not    | requin   | ed, check here 🕨       |       | 13       |           |          |
| If you did not<br>get a W-2,     | 14     | Other gains or (losses). Attach Form 4797                        |          |                        | •     | 14       |           |          |
| see instructions.                | 15a    | IRA distributions . 15a  | b Tax    | able amount            | •     | 15b      |           |          |
|                                  | 16a    | Pensions and annuities 16a                                       | b Tax    | able amount            |       | 16b      |           | <u> </u> |
|                                  | 17     | Rental real estate, royalties, partnerships, S corporations,     | trusts,  | etc. Attach Schedul    | эE    | 17       |           |          |
| 17 Renta                         | al rea | l estate, royalties, partnerships, S corporati                   | ons,     | trusts, etc. Atta      | ich S | cheo     | dule E 17 |          |
|                                  | 22     | Combine the amounts in the far right column for lines 7 through  | 21. Thi: | s is your total income | Y     | 22       |           |          |
|                                  | 23     | Educator expenses  | 23       |                        |       |          |           |          |
| Adjusted                         | 24     | Certain business expenses of reservists, performing artists, and |          |                        |       |          |           |          |
| Gross                            |        | fee-basis government officials. Attach Form 2106 or 2106-EZ      | 24       |                        |       |          |           |          |
| Income                           | 25     | Health savings account deduction. Attach Form 8889 .             | 25       |                        |       |          |           |          |
|                                  | 26     | Moving expenses. Attach Form 3903                                | 26       |                        |       |          |           |          |
|                                  | 27     | Deductible part of self-employment tax. Attach Schedule SE .     | 27       |                        |       |          |           |          |
|                                  | 28     | Self-employed SEP, SIMPLE, and qualified plans                   | 28       |                        |       |          |           |          |
|                                  | 29     | Self-employed health insurance deduction                         | 29       |                        |       |          |           |          |
|                                  | 30     | Penalty on early withdrawal of savings                           | 30       |                        |       |          |           |          |
|                                  | 31a    | Alimony paid b Recipient's SSN >                                 | 31a      |                        |       |          |           |          |
|                                  | 32     | IRA deduction  | 32       |                        |       |          |           |          |
|                                  | 33     | Student loan interest deduction                                  | 33       |                        |       |          |           |          |
|                                  | 34     | Tuition and fees. Attach Form 8917                               | 34       |                        |       |          |           |          |
|                                  | 35     | Domestic production activities deduction. Attach Form 8903       | 35       |                        |       |          |           |          |
|                                  | 36     | Add lines 23 through 35  |          |                        |       | 36       | 14        |          |
|                                  | 37     | Subtract line 36 from line 22. This is your adjusted gross       | incom    | ie                     |       | 37       |           |          |

| Income                           | 7       | Wages, salaries, tips, etc. Attach Form(s) W-2                    |                                | 7    |       |
|----------------------------------|---------|---|--------------------------------|------|-------|
|                                  | 8a      | Taxable interest. Attach Schedule B if required                   |                                | 8a   |       |
| Attach Form(s)<br>W-2 here, Also | b<br>9a | How is Income   | from an                        | 9a   |       |
| attach Forms<br>W-2G and         | ь<br>10 | S-Corporation R   | enorted?                       | 10   |       |
| 1099-R if tax<br>was withheld.   | 11      |   | cponcu:                        | 11   |       |
| was withneid.                    | 12      | Business income or (loss). Attach Schedule C or C-EZ .            | <u>.</u>                       | 12   |       |
| Marine and an extension          | 13      | Capital gain or (loss). Attach Schedule D if required. If not     | required, check here 🕨 📃       | 13   |       |
| If you did not<br>get a W-2,     | 14      | Other gains or (losses). Attach Form 4797                         |                                | 14   |       |
| see instructions.                | 15a     | IRA distributions . 15a   | b Taxable amount               | 15b  |       |
|                                  | 16a     | Pensions and annuities 16a  | b Taxable amount               | 16b  |       |
|                                  | 17      | Rental real estate, royalties, partnerships, S corporations,      | trusts, etc. Attach Schedule E | 17   |       |
|                                  |         |   |                                |      |       |
| 17 Rental                        | real e  | estate, royalties, partnerships, S corporation                    | s, trusts, etc. Attach Sch     | edul | eE 17 |
|                                  |         |   |                                |      |       |
|                                  | 22      | Combine the amounts in the far right column for lines 7 through 2 | 21. This is your total income  | 22   |       |
|                                  | 23      | Educator expenses   | 23                             |      |       |
| Adjusted                         | 24      | Certain business expenses of reservists, performing artists, and  | 20                             |      |       |
| Gross                            |         | fee-basis government officials. Attach Form 2106 or 2106-EZ       | 24                             |      |       |
| Income                           | 25      | Health savings account deduction. Attach Form 8889 .              | 25                             |      |       |
|                                  | 26      | Moving expenses. Attach Form 3903                                 | 26                             |      |       |
|                                  | 27      | Deductible part of self-employment tax. Attach Schedule SE .      | 27                             |      |       |
|                                  | 28      | Self-employed SEP, SIMPLE, and gualified plans                    | 28                             |      |       |
|                                  | 29      | Self-employed health insurance deduction                          | 29                             |      |       |
|                                  | 30      | Penalty on early withdrawal of savings                            | 30                             |      |       |
|                                  |         | Alimony paid b Recipient's SSN ►                                  | 31a                            |      |       |
|                                  | 32      | IRA deduction   | 32                             |      |       |
|                                  | 33      | Student loan interest deduction                                   | 33                             |      |       |
|                                  | 34      | Tuition and fees. Attach Form 8917.                               | 34                             |      |       |
|                                  | 35      | Domestic production activities deduction. Attach Form 8903        | 35                             |      |       |
|                                  | 36      | Add lines 23 through 35   |                                | 36   |       |

| Inc                 | come                        | 7       | Wages, salaries, tips, etc. Attach Form(s) W-2                      |         |   | . 7   | 7     |        |  |
|---------------------|-----------------------------|---------|---|---------|---|-------|-------|--------|--|
|                     |                             | 8a<br>b | How is Income fr  | or      | n Ren   | tal   |       |        |  |
|                     | ach Form(s)<br>2 here, Also | 9a      |   | -       |   |       |       |        |  |
| atta<br>W-2         | ch Forms<br>G and           | ь<br>10 | Real Estate Re  | эр      | orted   | >     |       |        |  |
|                     | 9-R if tax                  | 11      | Alimony received  |         |   | . 1   | 1     |        |  |
| was                 | s withheld.                 | 12      | Business income or (loss). Attach Schedule C or C-EZ .              |         |   | . 1   | 2     |        |  |
| lf yo<br>get<br>see | 12 Busine                   | ss in   | come or (loss). Attach Schedule C or C-EZ                           |         |   | 12    |       |        |  |
|                     |                             |         |   |         |   |       |       |        |  |
|                     |                             | 17      | Rental real estate, royalties, partnerships, S corporations,        | trusts, | etc. Attach Schedule  | 9E 1  | 7     |        |  |
|                     |                             |         |   |         |   |       |       | -      |  |
|                     | 17 Rental r                 | real e  | estate, royalties, partnerships, S corporation                      | s, trus | sts, etc. Attach  | Sched | ule l | E 17 - |  |
|                     |                             |         |   | 0, 0.01 |   |       |       |        |  |
|                     |                             | 00      | Combine the ensemble in the fee sight actures for lines 7 through ( | 04 This | in the first state of the second state of the |       |       |        |  |
|                     |                             | 22      | Combine the amounts in the far right column for lines 7 through 2   | _       | is your total income  | > 2   | 2     |        |  |
| Ad                  | ljusted                     | 23      | Educator expenses   | 23      |   | _     |       |        |  |
|                     | OSS                         | 24      | Certain business expenses of reservists, performing artists, and    |         |   | _     |       |        |  |
|                     | come                        |         | fee-basis government officials. Attach Form 2106 or 2106-EZ         | 24      |   | _     |       |        |  |
|                     |                             | 25      | Health savings account deduction. Attach Form 8889 .                | 25      |   | _     |       |        |  |
|                     |                             | 26      | Moving expenses. Attach Form 3903                                   | 26      |   | _     |       |        |  |
|                     |                             | 27      | Deductible part of self-employment tax. Attach Schedule SE .        | 27      |   | _     |       |        |  |
|                     |                             | 28      | Self-employed SEP, SIMPLE, and qualified plans                      | 28      |   | _     |       |        |  |
|                     |                             | 29      | Self-employed health insurance deduction                            | 29      |   | _     |       |        |  |
|                     |                             | 30      | Penalty on early withdrawal of savings                              | 30      |   | _     |       |        |  |
|                     |                             | 31a     | Alimony paid b Recipient's SSN                                      | 31a     |   | _     |       |        |  |
|                     |                             | 32      | IRA deduction   | 32      |   |       |       |        |  |
|                     |                             | 33      | Student loan interest deduction                                     | 33      |   |       |       |        |  |
|                     |                             | 34      | Tuition and fees. Attach Form 8917                                  | 34      |   |       |       |        |  |
|                     |                             | 35      | Domestic production activities deduction. Attach Form 8903          | 35      |   |       |       |        |  |
|                     |                             | 36      | Add lines 23 through 35   |         |   | . 3   | 6     |        |  |

| Check only on   | ne 3 Married filing separately. Enter spouse's SSN above child's name here.                                       |          |  |   |
|---|---|----------|--|---|
| box.  | To Summarize: Where is Self-  |          | - d  |   |
|   | Employment Income Reported on th  | าย 🖷     | ndent child<br>Boxes checked                                 |   |
| Exemptions  |   |          | on 6a and 6b<br>No. of children                              |   |
|   | Form 1040?  | 7        | on 6c who:<br>t • lived with you                             |   |
|   | (1) First name Last name social security number relationship toyou (see instru                                    | ictions) | <ul> <li>did not live with<br/>you due to divorce</li> </ul> |   |
| If more than four<br>dependents, see                          |   |          | or separation<br>(see instructions)                          | _ |
| instruc   |   |          |  |   |
| 12 Bus  | siness income or (loss). Attach Schedule C or C-EZ  | [1       | 2  |   |
| Inco  |   |          |  |   |
| inco  | 8a Taxable interest. Attach Schedule Bif required   | . 8a     |  |   |
| Attach Form(s)  | b Tax-exempt interest. Do not include on line 8a 8b   |          |  |   |
| <sup>attach</sup><br>W-2G, <b>17 Ren</b> t<br>1099-F<br>was w | tal real estate, royalties, partnerships, S corporations, trusts, etc. At   | ttach Sc | hedule E 17  | · |
|   | 13 Capital gain or (loss). Attach Schedule D if required. If not required, check here                             | 13       |  |   |
| If you<br>get a V<br>see in: 18 Farr                          | m income or (loss). Attach Schedule F   | [1       | 8  |   |
|   | 18 Farm income or (loss). Attach Schedule F   | . 18     |  |   |
|   | 19     Unemployment compensation  | . 19     |  |   |
|   | 20a     Social security benefits     20a     b     Taxable amount       21     Other income. List type and amount | . 201    |  |   |
|   | 22 Combine the amounts in the far right column for lines 7 through 21. This is your total income                  |          |  |   |
| A ali at a al   | 23 Educator expenses  |          |  |   |
| Adjusted<br>Gross   | 24 Certain business expenses of reservists, performing artists, and   |          |  |   |
| Income  | fee-basis government officials. Attach Form 2106 or 2106-EZ 24  |          |  |   |
| income  | 25 Health savings account deduction. Attach Form 8889 . 25  |          |  |   |

| was withheld.                   | 12 Business income or (loss). Attach Schedule C or C-EZ             |
|---------------------------------|---|
| lf you did not                  | To Summarize: Where are Self-                                       |
| get a W-2,<br>see instructions. | Employment Deductions Reported on                                   |
|                                 | 16a<br>17 the Form 1040?  |
|                                 | 18 Farm income or (loss). Attach Schedule F                         |
|                                 | 19 Unemployment compensation  |
|                                 | 20 a Social security benefits 20 a b Taxable amount 20b             |
|                                 | Ictible part of self-employment tax. Attach Schedule SE             |
| Adj <del>usteu</del><br>Gross   | 24 Certain business expenses of reservists, performing artists, and |
| Gross                           | fee-basis government officials. Attach Form 2106 or 2106-EZ 24      |
| Income                          | 25 Health savings account deduction Attach Form 8889 25             |
| 28 Self-                        | employed SEP, SIMPLE, and qualified plans                           |
|                                 | 29 Self-employed health insurance deduction 29                      |
|                                 | 30 Penalty on early withdrawal of savings                           |
| 29 Self-                        | employed health insurance deduction                                 |
|                                 | 34 Tuition and fees. Attach Form 8917                               |
|                                 | etract line 36 from line 22. This is your adjusted gross income     |
|                                 | 18  |



# Poll Question #1

1. True or False? Bob is a Sole-Proprietor. He has 3 full time employees, but none of them are planning to enroll through Bob's company on the SBM. Bob may enroll in the Individual Marketplace and get coverage for himself and his family.

A. True B. False





# **Questions?**



### Your Income Information

Tell us about your expected yearly income for the upcoming year.

#### Beatrice Williams (Filing Single)

Do you expect Beatrice Williams yearly income for 2015 to be the same as what was reported on his/her 2013 federal income tax return? \*

Yes

O No

I don't know

What do you expect Beatrice Williams's yearly income will be in 2015?\* 9

Beatrice Williams

| Ψ |  |  |
|---|--|--|
|   |  |  |
|   |  |  |
|   |  |  |

¢

I don't know

Back



 Remember, this question applies to all income received by tax filing household.

- Form 1040, line 37 Adjusted
   Gross Income (AGI)
- Applicants may hesitate with this question.
- Changes can't always be predicted.
- If the applicant doesn't expect any significant changes then they should assume it will be the same.
- Reassure the applicant that they can (and must) report a change in the future.

### Your Income Information

Tell us about your expected yearly income for the upcoming year.

#### Beatrice Williams (Filing Single)



Do you expect Beatrice Williams yearly income for 2015 to be the same as what was reported on his/b\_c3013 federal income tax return? \*

What do you expect Beatrice Williams's yearly income will be in 2015?\* 9

Beatrice Williams

I don't know



I don't know

Back

nystateofhealth The Official Health Plan Marketplace

If the answer is "Yes" and expected yearly income for coverage year is found to be reasonably compatible with federal and state data sources, no further income information will be required.

•

 Income verification process is complete.



| ACCOUNT INFORMATION | You will know that the data was found  |
|---------------------|--|
| Contact Information | reasonably compatible because you  |
| My Dashboard        |  |
| BUILD HOUSEHOLD     | will be moved to the "Other Informatio   |
| Household Members   | section of the application.  |
| Relationships       |  |
| Residential Address | Destrice   |
| Household Summary   | Coverage Beatrice Has<br>This information is needed to determine if you can get help to pay for all or some of your health insuran   |
| Public MEC          | premiums.  |
| INCOME INFORMATION  | Is Latinius enrolled in heath care coverage now? Select yes even if the coverage is from someone else  |
| Tax Filing Status   | such as a parent or spouse. Select no if you are currently enrolled in Medicare, Medicaid, Child Health I<br>Family Health Plus, Tricare, Veteran's Health Care Program, or the Peace Corps. • |
| Income Details      | O Yes ○ No   |
| Income Summary      | Back   |
| OTHER INFORMATION   |  |
| APPLICATION SUMMARY |  |
| FIND A PLAN         |  |



# Title II Income from Social Security

- A new question has been added to the application directly under the 1<sup>st</sup> question "Do you expect your income in [year] to be the same as what was reported on your [previous year] federal income tax return."
- If the consumer checks "yes" they will need to build their income even if their attested annual income is reasonably compatible with state and federal data sources.
- NY State of health has been updated to no longer count Title II income when it should be disregarded per MAGI rules.

| Does anyone in your hou | sehold receive Title II income from Social Sec | urity ?* O |
|-------------------------|--|------------|
| Yes                     |  |            |
| O No                    |  |            |
| Back                    |  | Next       |
|                         |  |            |
|                         |  |            |
|                         |  |            |

### Your Income Information

Tell us about your expected yearly income for the upcoming year.

#### Beatrice Williams (Filing Single)

Do you expect Beatrice Williams yearly income for 2015 to be the same as what was reported on his/her 2013 federal income tax return? \*



What do you expect Beatrice Williams's yearly income will be in 2015?\* 9

Beatrice Williams



I don't know

Back



- If the answer is "Yes" and expected yearly income for the coverage year is <u>not</u> found to be reasonably compatible with federal and state data sources....
- If the answer is "No" OR

If the answer is "I don't know"



### NY State of Health will ask the consumer to build their income.

| ✓ ACCOUNT INFORMATION                   | Income From a Job   |
|---|---|
| <ul> <li>Contact Information</li> </ul> |   |
| ✓ My Dashboard                          | We checked state, federal and other data sources for any income you and your family may have received this<br>year. The Marketplace will use this information to verify what you tell us about your income. |
| V BUILD HOUSEHOLD                       | Click on Add Income Source to add a job that is not listed below. Click on Edit Income to tell us how much you  |
| <ul> <li>Household Members</li> </ul>   | receive from this job. Click on <b>Remove Income</b> to delete this income source.  |
| Relationships                           | You may see information listed about your current or previous employer. Click on Never Worked Here, if you  |
| Residential Address                     | never worked at the job shown below. Click on No Longer Working Here if you will not be working at this job i   |
| <ul> <li>Household Summary</li> </ul>   | the future.   |
| V Public MEC                            | If you do not have any income from a job, check the box next to your name.  |

Self-Employed consumers have 2 options when building their income. 1. Enter Self-Employment income under "Income from a Job"



2. Enter Self-Employment Income under "Additional Income"





# **Beatrice Williams**

Self Employed - Owns Beatrice's Best Cleaning

- New Business
- Sole Proprietor
- Needs to build income





### Use either "Click here" or "Add Income Source" to enter Self-Employment Income under "Income from a Job"

| ✓ ACCOUNT INFORMATION                   | Income From a Job  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|
| <ul> <li>Contact Information</li> </ul> |  |  |  |  |  |  |  |
| ✓ My Dashboard                          | We checked state, federal and other data sources for any income you and your family may have received this year. The Marketplace will use this information to verify what you tell us about your income. |  |  |  |  |  |  |
| V BUILD HOUSEHOLD                       | Click on Add Income Source to add a job that is not listed below. Click on Edit Income to tell us how much you   |  |  |  |  |  |  |
| <ul> <li>Household Members</li> </ul>   | receive from this job. Click on <b>Remove Income</b> to delete this income source.<br>You may see information listed about your current or previous employer. Click on <b>Never Worked Here,</b> if you  |  |  |  |  |  |  |
| <ul> <li>Relationships</li> </ul>       |  |  |  |  |  |  |  |
| <ul> <li>Residential Address</li> </ul> | never worked at the job shown below. Click on No Longer Working Here if you will not be working at this job in   |  |  |  |  |  |  |
| <ul> <li>Household Summary</li> </ul>   | the future.  |  |  |  |  |  |  |
| V Public MEC                            | If you do not have any income from a job, check the box next to your name.   |  |  |  |  |  |  |
| V INCOME INFORMATION                    |  |  |  |  |  |  |  |
| <ul> <li>Income Details</li> </ul>      | Beatrice Williams  |  |  |  |  |  |  |
| Income Details >                        | Beatrice williams  |  |  |  |  |  |  |
| Income Summary                          | Beatrice will have no earned income in 201 Click here to add income for Beatrice. *  |  |  |  |  |  |  |
| OTHER INFORMATION                       |  |  |  |  |  |  |  |
| APPLICATION SUMMARY                     | Back   |  |  |  |  |  |  |
| FIND A PLAN                             |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |



| Employer / Company Name *                     |                          | 1 |  |
|---|--------------------------|---|--|
| Beatrice's Best Cleanin                       | g Employer DBA Name      |   |  |
| Self employed                                 |                          |   |  |
|   |                          |   |  |
|   |                          |   |  |
|   |                          |   |  |
|   |                          |   |  |
| Employer / Business Add                       | lress                    |   |  |
|   |                          |   |  |
| Address Line 1 *                              | dress<br>Address Line 2  |   |  |
|   |                          |   |  |
| Address Line 1 *                              | Address Line 2           |   |  |
| Address Line 1 * 100 Broadway City * ZIP Code | Address Line 2 * State * |   |  |
| Address Line 1 *<br>100 Broadway              | Address Line 2           |   |  |
| Address Line 1 * 100 Broadway City * ZIP Code | Address Line 2 * State * |   |  |



#### Edit Job / 1099 Income

Step 1. Employer Details > Step 2. Add Income

Beatrice's Best Cleaning 100 Broadway, Albany NY, 12203

Tell us your expected self-employment income. You can enter **either** the past three months of actual business/expenses from this year, **or** the estimated income/expenses for the next three months. We ask for three months of information because you may not earn the same amount each month. It is also more accurate to collect three months of information.

If three months of business income/expenses do not accurately reflect your annual income, you may enter your self-employment income as income from a job and select your income frequency as Inconsistent/Seasonal.



#### Edit Job / 1099 Income Step 1. Employer Details > Step 2. Add Income moonolocom coucona. ~ Month 1 Month 2 Month 3 **Business Income** 06 / 2015 07 / 2015 08 / 2015 (Last Three Months) Gross Sales \$2,750 \$2,650 \$2,850 Rents Received \$0 \$0 \$0 Royalties Received \$0 \$0 \$0 Inventory Purchases \$0 \$0 \$0 \$2,750 \$2,850 \$2,650 Gross Income Business Expenses<sup>2</sup> 06/2015 07/2015 08/2015 Add Another Expense \$0.00 Total Business Expenses \$0.00 \$0.00 Average Net Income \$33,000 Back Close

Next



| Step 1. Employer Details > Step 2. /   | Add Income           |                      |                      |
|--|----------------------|----------------------|----------------------|
| noonolotono oodoonal.                  |                      |                      |                      |
|  |                      |                      |                      |
| Business Income<br>(Last Three Months) | Month 1<br>06 / 2015 | Month 2<br>07 / 2015 | Month 3<br>08 / 2015 |
| Gross Sales                            | \$2,750              |                      |                      |
| Rents Received                         | \$0                  |                      |                      |
| Royalties Received                     | \$0                  |                      |                      |
| Inventory Purchases                    | \$0                  |                      |                      |
| Gross Income                           | \$2,750              |                      |                      |
| Business Expenses 2                    | 06/2015              | 07/2015              | 08/2015              |
| Add Another Expense                    |                      |                      |                      |
| Total Business Expenses                | \$0.00               | \$0.00               | \$0.00               |
| Average Net Income                     |                      |                      | \$33,000             |



| Edit Job / 1099 Income  |   |   |                     |    |             |             |      |   |
|---|---|---|---------------------|----|-------------|-------------|------|---|
| Select<br>Commissions and fees<br>Contract labor<br>Depletion<br>Depreciation and section 179 Exp<br>Employee benefit programs<br>Legal and professional services | ense deduction                          |   | Month 2<br>07 / 201 | 15 | Month<br>08 | 3<br>/ 2015 |      | ^ |
| Office expenses   |   |   | \$2,550             |    | \$2,650     | )           |      |   |
| Telephone<br>Supplies   |   | Ĺ | \$0                 |    | \$0         |             |      |   |
| Advertising   |   |   | \$0                 |    | \$0         |             |      |   |
| Interest<br>Insurance   |   |   | \$0                 |    | \$0         |             |      |   |
| Bank Charges<br>Repairs and Maintenance   | Bank Charges<br>Repairs and Maintenance |   | \$2,550             |    | \$2,650     | )           |      |   |
| Business Taxes and licenses<br>Business Vehicle Expenses  |   | L | 07/2015             |    | 08/2015     |             |      |   |
| O Add Another Expense   |   |   |                     |    |             |             |      |   |
| Total Business Expenses   | \$250                                   |   | \$250               |    | \$250       |             |      |   |
| Average Net Income  |   |   |                     |    | \$30,00     | 00          |      |   |
|   |   |   |                     |    |             |             |      |   |
| Back Close  |   |   |                     |    |             |             | Next |   |



# **Business Expenses**

#### Bank Charges Repairs and Maintenance Business Taxes and licenses Business Vehicle Expenses Business Rental Property Business travel, meals Business Equipment Rental Other Expenses(specify) --Farm Expenses--Chemicals Conservation expenses Custom hire Feed Fertilizers and lime Freight and trucking Gasoline, fuel, and oil Labor hired (less employment credit) Seeds and plants Veterinary, breeding, and medicine

Other expenses (Specify)







### NY State of Health will ask the consumer to build their income.

| ✓ ACCOUNT INFORMATION                   | Income From a Job   |
|---|---|
| <ul> <li>Contact Information</li> </ul> |   |
| My Dashboard                            | We checked state, federal and other data sources for any income you and your family may have received this<br>year. The Marketplace will use this information to verify what you tell us about your income. |
| V BUILD HOUSEHOLD                       | Click on Add Income Source to add a job that is not listed below. Click on Edit Income to tell us how much you  |
| <ul> <li>Household Members</li> </ul>   | receive from this job. Click on <b>Remove Income</b> to delete this income source.  |
| ✓ Relationships                         | You may see information listed about your current or previous employer. Click on Never Worked Here, if you  |
| Residential Address                     | never worked at the job shown below. Click on No Longer Working Here if you will not be working at this job in  |
| <ul> <li>Household Summary</li> </ul>   | the future.   |
| V Public MEC                            | If you do not have any income from a job, check the box next to your name.  |

Self-Employed consumers have 2 options when building their income.

1. Enter Self-Employment income under "Income from a Job"



2. Enter Self-Employment Income under "Additional Income"




# In order to enter Self-Employment income as "Additional Income" you must get to the "Additional Income" screen.

• Since Beatrice does not have any additional employment she can check the box for "no earned income in 2015".





In order to enter Self-Employment income as "Additional Income" you must get to the "Additional Income" screen.

- Income from a job (reviewed in previous slide)
- Unemployment Insurance Benefits
- Social Security Benefits

|         | me from Unemployment Insurance Benefits   |
|---------|---|
|         | cked state and federal data sources for any income you and your family may have received this year.<br>Irketplace will use this information to verify what you tell us about your unemployment insurance<br>s.          |
|         | Add Benefits if you will get benefits not listed below. Click on Edit Benefits to tell us how much you from this benefit. Click on Remove Benefits to delete this benefit.  |
| f you d | o not receive any Unemployment Insurance Benefits, check the box next to your name.   |
|         |   |
| E       | Beatrice Williams   |
| Sam     | Beatrice Williams Beatrice will not receive unemployment insurance benefits in 2014. Click here to add unemployment benefits for Beatrice   |
| Sam:    | Beatrice will not receive unemployment insurance benefits in 2014. Click here to add unemployment   |
| Sam:    | Beatrice will not receive unemployment insurance benefits in 2014. Click here to add unemployment benefits for Beatrice mantha will not receive unemployment insurance benefits in 2014. Click here to add unemployment |

#### Income from Social Security Benefits

We checked state and federal data sources for income you and your family may have received this year. The Marketplace will use this information to verify what you tell us about your Social Security Benefits. These benefits include Social Security Disability, Retirement (including income from Railroad Retirement), and Survivor's Benefits. You do not need to tell us about your Supplemental Security Income (SSI) benefits.

Click on Add Benefits if you will get benefits not listed below. Click on Edit Benefits to tell us the amount you receive from this benefit. Click on Remove Benefits to delete this benefit.

If you do not receive any income from the Social Security Administration, check the box by your name.

#### **Beatrice Williams**

Sa Beatrice will not receive Social Security Benefits in 2014. Click here to add Social Security Benefits for Beatrice

Samantha will not receive Social Security Benefits in 2014. Click here to add Social Security Benefits for Samantha. \*

Back

refits



### Use either "Click here" or "Add Additional Income" to enter Self-Employment Income under "Additional Income".







# What are the Income Choices Specific to Self-Employment?

| IRA Distributions (taxable amount only)<br>Pensions & Annuities (total amount)<br>Pensions & Annuities (taxable amount only)<br>Alaska Permanent Fund Dividends<br>Taxable refunds, credits, etc of state & local inc taxes |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
| Alimony Received  |  |  |  |  |  |  |
| Business Income 1040 Line 12  |  |  |  |  |  |  |
| Other Gains   |  |  |  |  |  |  |
| Rental R-E, royalties, partnerships, S-Corps, trusts 1040 Line 17   |  |  |  |  |  |  |
| Farm Income 1040 Line 18  |  |  |  |  |  |  |
| Other Income: (applicable only to the 1040 form)  |  |  |  |  |  |  |
| Net operating loss  |  |  |  |  |  |  |
| Stock Options   |  |  |  |  |  |  |
| Cancellation of debt  |  |  |  |  |  |  |
| Foreign Earned Income Exclusion (amt is excluded from income to arrive at total income for line 22)   |  |  |  |  |  |  |
| Gambling Income   |  |  |  |  |  |  |
| Other income  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| Capital Loss  |  |  |  |  |  |  |
| Business Loss 1040 Line 12/Line 17/Line 18  |  |  |  |  |  |  |
| Other Losses  |  |  |  |  |  |  |

#### Add / Edit Additional Income



What type of income will this person be receiving? \*

#### -Select Income Type--

Taxable Interest Tax Exempt Interest Ordinary Dividends Qualified Dividends Capital Gain Distributions (applicable to 1040A only) Capital Gain IRA Distributions (total distributions) IRA Distributions (taxable amount only) Pensions & Annuities (total amount) Pensions & Annuities (taxable amount only) Alaska Permanent Fund Dividends Taxable refunds, credits, etc of state & local inc taxes Alimony Received Business Income Other Gains Rental R-E, royalties, partnerships, S-Corps, trusts Farm Income Other Income: (applicable only to the 1040 form) Net operating loss Stock Options Cancellation of debt Foreign Earned Income Exclusion (amt is excluded from income to arrive at total income for line 22) Gambling Income Other income Capital Loss Business Loss Other Losses

x

| Add / Edit Additional                      | Income   | ×    |
|--|--|------|
| What type of income will the Business Inco |  |      |
| How much do you get from<br>Amount How Oft | n this income source, before taxes? *<br>en?   |      |
| \$30,500 per                               | Select<br>Hourly<br>Weekly<br>Bi-weekly(Every two weeks)<br>Twice a Month<br>Monthly(Once a month)<br>Quarterly(4x year)<br>Annual (Once a year) | Next |



### Use either "Click here" or "Add Deduction" to enter Deductions

#### Deductions

If you or your family members pay for certain things that can be deducted on a federal income tax return, telling us about them will help the Marketplace accurately determine you and your family's income.

Do not include deductions such as charitable contributions, home mortgage interest, property taxes, or child care expenses. You also should not enter a deduction that is already considered a cost or expense as part of your business. Only include deductions that are part of your adjusted gross income on the tax return. If you are expecting any capital losses in 2015, you can enter this amount as "Other Adjustments" in this section.

Click on **Add Deduction** to tell us if anyone pays for things like alimony, student loan interest, or any other deductions that will be taken on your tax return in the upcoming year. Click on **Edit Deduction** to change the amount that you will list as a deduction on your federal income tax return. Click on **Remove Deduction** to delete this deduction.

If you do not have any deductions, check the box next to your name.



Back

Next



### What are the Deductions Specific to Self-Employment?

| Educator expenses  |      |
|--|------|
| IRA deduction  |      |
| Student loan interest deduction                              |      |
| Tuition & fees   |      |
| Certain business expenses (reservists, artists, f-B gov?t of | fls) |
| Health savings account deduction                             |      |
| Moving expenses  |      |
| Deductible part of Self-Employment (S/E) tax                 |      |
| S/E SEP, SIMPLE, & qualified plans                           |      |
| S/E health insurance deduction                               |      |
| Penalty on early withdrawal of savings                       |      |
| Alimony paid   |      |
| Domestic production activities deduction                     |      |
| Additional adjustments added on line 36 (1040 only)          |      |
| Archer MSA deduction   |      |
| Other adjustments  |      |

1040 Line 27 1040 Line 28 1040 Line 29



# Special Instructions for entering "Business Loss"

 Assistors should help consumers to report a business loss in the "Deductions" section of the application as "Other adjustments".



#### Add / Edit Deductions

What type of deduction will this person be claiming on their taxes in 2015? \*

#### --Select Deduction Type--

Educator expenses IRA deduction Student loan interest deduction Tuition & fees Certain business expenses (reservists, artists, f-B govââ?¬â?¢t offls) Health savings account deduction Moving expenses Deductible part of Self-Employment (S/E) tax S/E , OIVIT LE, & QUANNA Lolans S/E health insurance deduction the on early withdrawal of agvings Alimony paid

Domestic production activities deduction Additional adjustments added on line 36 (1040 only) Archer MSA deduction Other adjustments

#### Deductions

If you or your family members pay for certain things that can be deducted on a federal income tax return, telling us about them will help the Marketplace accurately determine you and your family's income.

Do not include deductions such as charitable contributions, home mortgage interest, property taxes, or child care expenses. You also should not enter a deduction that is already considered a cost or expense as part of your business. Only include deductions that are part of your adjusted gross income on the tax return. If you are expecting any capital losses in 2015, you can enter this amount as "Other Adjustments" in this section.

Click on Add Deduction to tell us if anyone pays for things like alimony, student loan interest, or any other deductions that will be taken on your tax return in the upcoming year. Click on Edit Deduction to change the amount that you will list as a deduction on your federal income tax return. Click on Remove Deduction to delete this deduction.

If you do not have any deductions, check the box next to your name.

| Beatrice Williams + Ad         |             |                                 |  |
|--------------------------------|-------------|---------------------------------|--|
| Deduction                      | Amount      | Actions                         |  |
| S/E health insurance deduction | \$500.00/yr | Remove Deduction Edit Deduction |  |
| Back                           |             | Next                            |  |



# **Beatrice Williams**

Self Employed - Owns Beatrice's Best Cleaning

- New Business
- Needs to build income
- Wants to report that her business is seasonal





### To enter income as inconsistent/seasonal, do not mark "Self employed". Enter information on the screen as requested and hit "next".

| Add Job / 1099 Income                                 |                                 |  |
|---|---------------------------------|--|
| Step 1. Employer Details > Step 2. Add I              | Income                          |  |
| Employer / Company Name *<br>Beatrice's Best Cleaning | D/B/A Name<br>Employer DBA Name |  |
| Self employed Leave                                   | blank                           |  |
| Employer / Business Address                           |                                 |  |
| Address Line 1 *                                      | Address Line 2                  |  |
| 100 Broadway  |                                 |  |
| City * ZIP Code *<br>Albany 12203                     | State *       NEW YORK          |  |
| Close   | Next                            |  |



| Step 1. Employer Details                       | > Step 2. Add Income   |  |                              |
|--|--|--|------------------------------|
| Beatrice's Best Clea                           | aning  |  |                              |
| 100 Broadway,                                  | -  |  |                              |
| Albany NY, 12203                               |  |  |                              |
| Do you expect this in                          | come to be steady month  | -to-month or inconsistent / seasor             | 12/2 *                       |
|  |  | -to-month of meonsistent / seaso               | Idi ?                        |
| Steady Q Inc.                                  | consistent / Seasonal @  |  |                              |
| • • • • • • •                                  |  |  |                              |
| Tell us the estimated                          |  | te in how much is earned from this             | job during this time period, |
| Tell us the estimated<br>including tips or com | start and end dates. Writ  | te in how much is earned from this<br>End Date | job during this time period, |
| Tell us the estimated including tips or comr   | start and end dates. Writ<br>mission, <b>before taxes</b> . *                                |  | job during this time period, |
| Tell us the estimated including tips or comr   | start and end dates. Writ<br>mission, <b>before taxes</b> . *<br>tart Date<br>04 - 01 - 2016 | End Date                                       | job during this time period, |



# Summary of How to Enter Self-Employment Income

- 1. Income from a job
  - Mark "Self employed"
  - Complete 3 month business record
- 2. Additional Income
- 3. Income from a job
  - Do not mark "Self employed"
  - Mark "Inconsistent/Seasonal"

# Poll Question #2



Based on our special instructions, if Bob is Self-Employed and needs to enter a business loss in his application, he should enter the loss as

- A. a negative number under "Total Business Expenses" on the 3 month worksheet.
- B. a positive number under "Additional Income" marked as "Business Loss"
- C. a positive number under "Deductions" marked as "Deductible part of Self-Employment S/E Tax".
- D. a positive number under "Deductions" marked as "Other Adjustments".





### What Type of Documentation is Acceptable?

#### <u>Self-Employment Income</u> (for a period of at least three (3) months)

- Filed taxes from the previous year, if representative of attested income.
- Business records and receipts (e.g. business bank account records, invoices and checks)
- Records of earnings and expenses (from accounting software, an excel document, or word document)
- 1099

### Documentation Federal Tax Return Guidance



- Filed taxes from the previous year
  - The taxes from the year prior to the previous year are acceptable until the end of the tax season (normally April 15th unless it falls on a Saturday, then it is the next business day) of the current year, unless the applicant states they filed an extension with the IRS.
  - The tax return is acceptable only if the signature page is submitted and must be signed and dated by the individual.
  - The following types of signatures are acceptable:
    - > A handwritten tax form that is signed and dated without a paid preparer.
    - > A tax form signed with an electronic pin.
    - ▶ If filing electronically, the consumer may also submit Form 8879 IRS efile
    - Signature Authorization Page along with their tax return as a signature page.
    - > Note: A handwritten date is acceptable with an electronic signature.
    - > The consumer cannot sign for themselves as a paid preparer.
      - For example, the consumer is an accountant and only signs the Paid Preparer field.

# Examples of Acceptable Documentation



### **Bank Statement**

|              |               |  | Account                | #: 99887766-55        | Page 1 of 4            |
|--------------|---------------|--|------------------------|-----------------------|------------------------|
| Ī            |               |  |                        |                       |                        |
| Num          | ber One E     | Bank                                   | PERIODIC STATEME       | ENT                   |                        |
|              |               |  | Date: April 30, 2014   |                       |                        |
|              |               | :                                      | Period: April 01, 2014 | to April 30, 2014 (30 | 0 Days)                |
| Home         | Cleaning Sol  | utions                                 |                        |                       |                        |
| PO Bo        | 0             | lutions                                |                        |                       |                        |
|              | ry, NY 12345  | ;                                      |                        |                       |                        |
|              |               |  |                        |                       |                        |
| Accour       | nt Type: Che  | ecking                                 | Account #: 99887766    | -55                   |                        |
| Beginn       | ing Balance a | as of 4/1/14                           |                        | :                     | \$6,449.89             |
| -            | Deposits &    | Other Credits                          |                        | \$                    | 17,167.46              |
|              | Checks & O    | ther Debits                            |                        | \$                    | 15,578.22              |
|              | Average Ba    | lance                                  |                        |                       | \$2,594.73             |
| Ending       | Balance as o  | f 4/30/14                              |                        | :                     | \$8,039.13             |
| Charge       | s and Fees    |  |                        |                       | \$10.00                |
|              |               | ative Review Fee                       |                        |                       | \$111.00               |
|              | 3 Paid NSF    | Fee                                    |                        |                       | \$111.00               |
|              | 3 Paid UCF    | Fee                                    |                        |                       |                        |
| Transa       | ction Inform  | nation                                 |                        |                       |                        |
| Date         | Check#        | Description                            |                        | Amount                |                        |
| 3/31         |               | ***Reversal                            |                        | -                     | \$2,075.00             |
| 4/1          |               | Deposit                                |                        | :                     | \$2,075.00             |
| 4/18         | 3256          | Paid NSF Fee AMT:                      | \$1,000.00             |                       | -\$37.00               |
| 4/18         | 3265          | Paid NSF Fee AMT:                      | \$100.00               |                       | -\$37.00               |
| 4/18         | 3264          | Paid NSF Fee AMT:                      |                        |                       | -\$37.00               |
| 4/19         |               | Administrative Revie                   |                        |                       | -\$5.00                |
| 4/20         |               | Administrative Revie                   | ew Fee                 |                       | -\$5.00                |
| 4/21         |               | Deposit                                |                        | :                     | \$1,632.22             |
| 4/21         |               | Paid NSF Fee AMT:                      |                        |                       | -\$37.00               |
| 4/21<br>4/21 |               | Paid NSF Fee AMT:<br>Paid NSF Fee AMT: |                        |                       | -\$37.00               |
| 4/21 4/28    | 3266          | Paid NSF Fee AMT:<br>Deposit           | 3173.00                |                       | -\$37.00<br>\$1,200.00 |
| 4/28         |               | Withdrawal                             |                        |                       | \$1,200.00             |
| 4/30         |               | Deposit                                |                        |                       | \$3,305.44             |
|              | ated Clearing | *                                      |                        |                       | <i>40,000.</i> 77      |
| 4/1          |               | ACH Deposit PYMT                       | F PROC FNBO            | :                     | \$2,997.79             |
|              |               |  |                        |                       |                        |
|              |               |  |                        |                       |                        |

### Profit & Loss Statement

| Inc.      |  |   |
|-----------|--|---|
| 55        |  |   |
|           |  |   |
| anc 2014  |  |   |
|           |  |   |
|           |  |   |
| 00E E4    |  |   |
|           |  |   |
|           |  |   |
|           | 1,041.26   |   |
| 17 092 75 |  |   |
| 17,903.75 | 10.025.01  |   |
|           | 19,025.01  |   |
|           |  |   |
|           |  |   |
| 51.99     |  |   |
|           |  |   |
|           | 51.99  |   |
|           | 51.99  |   |
|           | 18.973.02  |   |
|           |  |   |
|           |  |   |
| 400.00    |  |   |
|           |  |   |
| 220100    | 340.80   |   |
|           |  |   |
|           |  |   |
|           | 200.00   |   |
| 199.00    |  |   |
|           | 100.00   |   |
|           | 100.00   |   |
|           | 996.00   |   |
| 287.09    |  |   |
|           | 287.09   |   |
|           | 240 55   |   |
|           | 69.95  |   |
| 4,086.32  |  |   |
|           | 4,086.32   |   |
|           |  |   |
| 22.50     |  |   |
|           |  |   |
| 27.00     |  |   |
|           | 57.50  |   |
|           | 7 18/ 12   |   |
| -         |  |   |
| -         |  |   |
|           |  |   |
|           | 55<br>1265.51<br>720.75<br>55.00<br>17,983.75<br>51.99<br>120.00<br>220.80<br>199.00<br>287.09 | ss<br>ine 2014<br>266,51<br>720,75<br>55,00<br>1,041,26<br>17,983,75<br>19,025,01<br>51,99<br>51,99<br>51,99<br>18,973,02<br>120,00<br>220,80<br>199,00<br>199,00<br>199,00<br>199,00<br>287,09<br>287,09<br>240,55<br>4,086,32<br>33,50<br>24,00 |



# What Documentation is <u>not</u> Acceptable?



Financial Status (Farm or Business)

DOH-4469



# **Summary Review**

- Who are the Self Employed
- Types of Self Employment
- How to Locate Self Employment on a Tax Return
- Where to Enter Self Employment Income in the Application
- Documentation Requirements





# Poll Question #3

Bob doesn't have accounting software and doesn't file taxes, what would be acceptable documentation for him to submit for income verification?

A. Profit & Loss Statement

- B. Receipts for Income and Expenses
- C. Bank statements
- D. 1099
- E. All and/or a combination of the above



# **Questions?**



# We're here to help!



CACMail@health.ny.gov

- Eligibility Assistance
- Application Errors
- Technical/System Issues with an Application
- Document Review Assistance

#### Assistor.Admin@health.ny.gov

- Staff Changes
- Assistor Account Issues
- Training/Recertification



## **Reminder: Recertification Process**

- Assistors must attend or view each NY State of Health Recertification Webinar in order to be recertified on NY State of Health.
- Please use the following link to report that you have viewed this
   <u>https://www.surveymonkey.com/r/Assistor\_Reporting\_Self-Employment</u>
- If you are unable to access Survey Monkey, please have your supervisor contact <u>Assistor.Admin@health.ny.gov</u> and NYSDOH will send your supervisor the manual process for recertification reporting.

### Previous NY State of Health Assistor Recertification Reporting Surveys



https://www.surveymonkey.com/r/Assistor\_Reporting\_Special\_Populations\_1

https://www.surveymonkey.com/r/Assistor\_Reporting\_Special\_Populations\_2

https://www.surveymonkey.com/r/Assistor\_Reporting\_Household\_Composition

https://www.surveymonkey.com/r/Assistor\_Reporting\_Immigration

https://www.surveymonkey.com/r/Assistor\_Reporting\_Understanding\_the\_Uninsured

https://www.surveymonkey.com/r/Assistor\_Reporting\_How\_to\_Select\_a\_Health\_Plan

https://www.surveymonkey.com/r/Assistor\_Reporting\_Self-Employment





# Thank you for joining us!

- Watch for surveys
  - Recertification Evaluation of Webinar: Self Employment
  - NY State of Health Assistor Recertification Reporting Self Employment
- Watch for the video to be posted to
   <u>http://info.nystateofhealth.ny.gov/SpringTraining</u>

<u>Next Recertification Training:</u> Title: Basic Health Plan (BHP) – NY State of Health Essential Plan - 1 Date: October 7, 2015