

San Francisco Employer Health Plan Contribution Reporting

The following alert applies ONLY to employers with employees in San Francisco, CA.

The San Francisco Health Care Security Ordinance (HCSO) requires covered employers to spend a certain dollar amount on health care (i.e. medical, dental, vision, prescription drug) for covered employees. The minimum health care expenditure for each covered employee is determined quarterly by multiplying the employee's total number of payable hours in the quarter by the applicable health care expenditure rate.

More information about the San Francisco HCSO, covered employers, and covered employees is available [here](#).

In addition, covered employers are required to submit an Annual Reporting Form each year by April 30th. Even employers who already meet minimum spending requirements through their company-paid premiums are required to do annual reporting.

Filing is done online with regulators making the form available by April 1 each year. Employers can sign up for notifications each year when the form is available [here](#).

The reporting asks for details on the number of employees eligible for HCSO as well as the company's spending on health care premiums and contributions to HSAs or the San Francisco-run City Option.

The HCSO reporting requirement was suspended for two years due to the pandemic.

However, the San Francisco Office of Labor Standards Enforcement (OLSE) has announced the annual San Francisco Health Care Security Ordinance (HCSO) reporting requirement is back in effect this year.

Since the traditional April 30th due date falls on a Saturday, the deadline to complete the reporting shifts to the following Monday, May 2, 2022.

Action Item

Determine if your organization is a covered employer for reporting San Francisco HCSO purposes. Collect the information described above that you will need to complete the online HCSO report and file your organization's HCSO report on or before May 2, 2022.

If you have any questions, please feel free to contact your EBS representative.

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