IRS 1095-B Tax Form (Proof of Health Coverage) User Guide



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Depart of Veterans Affairs Office of Information and Technology (OI&T)

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1. Introduction

1.1. Purpose

The purpose of this User Guide is to provide instruction to those wishing to access and download the IRS 1095-B tax form online from Va.gov.

1.2. Document Orientation

1.2.1. Organization of Manual

This User Guide is divided into four sections to allow you to quickly obtain the information you need.

The first section will provide an introduction and overview of this document.

The second section will give an overview of the IRS 1095-B tax form and walk through how one would navigate to find and download the form from the Va.gov site.

The third section will cover download functionality, to include: accessing the form, what the form looks like, error states and provide an escalation path for users who experience errors or need to update their form or have additional help needs.

The fourth section will cover error states and escalation paths.

1.2.2. Assumptions

This guide was written with the following assumed experience/skills of the audience:

- User has basic knowledge of using the internet and web browsers.
- User is registered for VA health benefits and has a DS Logon Premium, MHV Premium, or ID.me account.

2. IRS 1095-B Tax Form Overview

IRS Form 1095-B reports the months a person had qualifying minimum health coverage to the IRS. Currently the VA mails this form out to Veterans at the beginning of the year (between December and March). The process is costly, and many are returned to due inaccurate address. In order to ensure delivery to Veterans and to decrease some of the costs associated with mailing this form, we have now made the 1095-B available for online access via digital download of a pdf from their records on Va.gov.

Changes to the Affordable Care Act have reduced the federal tax penalty for not having health coverage to \$0; so, in most cases the 1095-B will simply be a document to keep for one's

records. As of March 2022, six states—Massachusetts, New Jersey, Vermont, California, Rhode Island and District of Columbia (Washington D.C.)—still have individual coverage mandates that may result in penalties for not being insured and so Veterans should refer to any local IRS instructions, as applicable, for retaining this form and filing their state taxes.

Target launch date: April 1 for MVP

2.1. User Access

2.1.1. Who can access this form?

Veterans enrolled in VA health benefits with a VA.gov account.

2.1.2. How can users access this form?

Users can log in using their DS Logon Premium, MHV Premium, or ID.me accounts.

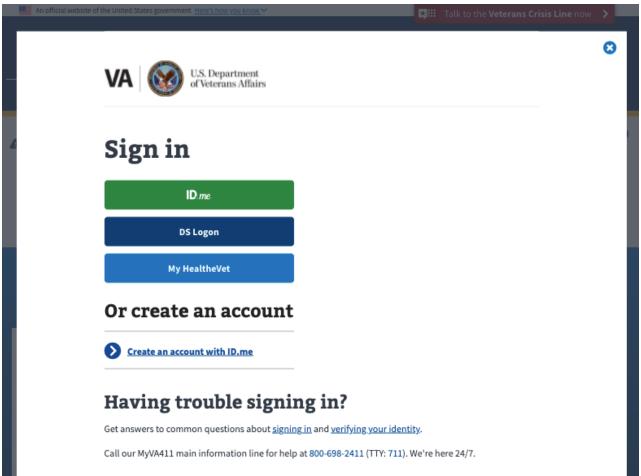


Figure 1 User sign in screen for va.gov.

2.2. Navigation

Direct url: https://www.va.gov/records/download-your-irs-1095-b

Or the link to download the IRS 1095-B tax form can be found by way of the VA Benefits and Health Care dropdown menu (top navigation) on the Records Hub Page: https://www.va.gov/records/

By clicking "view all in records," the Veteran can then find the link labeled "Download your IRS 1095-B tax form."

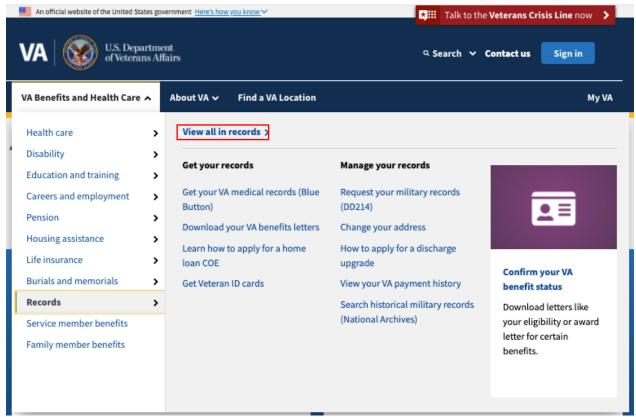


Figure 2 VA Benefits and Health Care drop-down menu with link to records hub highlighted.

📵 VA records

Access your VA records and documents online to more easily manage your benefits.



Get your records and documents

Get Veteran ID cards >

Find out how to get different types of identification cards to show your military status or your enrollment in VA health care.

Request your military records (DD214) >

View and print documents from your official military personnel file (including your DD214).

Get your VA medical records (called VA Blue Button) >

Set up your personal health record and download medical records, reports, and images to share with your VA and non-VA doctors.

Download your VA benefit letters >

Download letters like your eligibility or award letter for certain benefits.

Download your IRS 1095-B tax form >

Download your IRS 1095-B tax form (proof of VA health coverage) for the current tax filing year.

Find out how to apply for a VA home loan Certificate of Eligibility >

Get instructions for how to apply for your Certificate of Eligibility (COE), which confirms for your lender that you qualify for a VA-backed home loan. Then you can choose your loan type to learn about the rest of the loan application process.

Learn how to apply for a discharge upgrade >

Answer a series of questions to get step-by-step instructions on how to apply for a discharge upgrade or correction. If your discharge gets upgraded, you'll be eligible for the VA benefits you earned during your period of service.

View your VA payment history >

Check the status of your VA disability, pension, and education benefits payments. You can also see payments for certain survivor benefits.

Search historical military records (National Archives) >

Visit the National Archives website to research military records from the Revolutionary War to the present.



Feedback

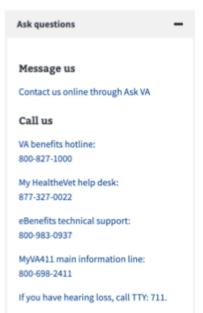
Last updated: December 12, 2021

Figure 3 1095-B link highlighted on Records Hub.



Confirm your VA benefit status

Download letters like your eligibility or award letter for certain benefits.



Or linked in the body text and "More Information" box at the bottom of the Affordable Care Act Homepage: https://www.va.gov/health-care/about-affordable-care-act/

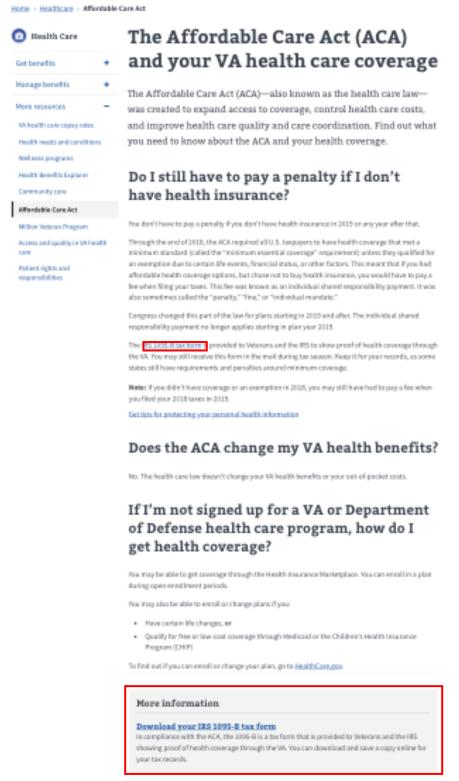


Figure 4. Affordable Care Act landing page highlighting cross-link for IRS 1095-B tax form in More Information section.

Or linked in the "More Information" box at the bottom of the Find a VA Form Homepage: https://www.va.gov/find-forms/

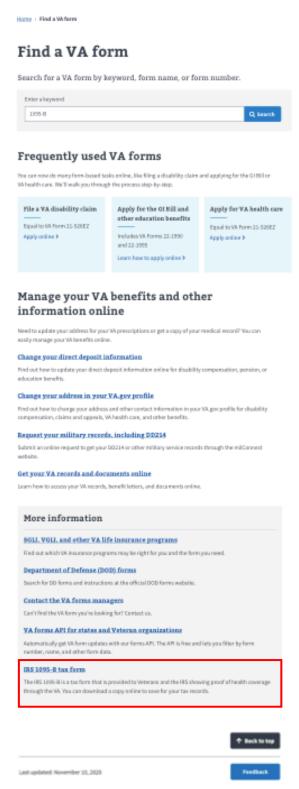


Figure 5 Find a Form landing page highlighting cross-link for IRS 1095-B tax form in More Information section.

3. 1095-B Download Functionality

3.1. Accessing the form

3.1.1. If not signed in

If the Veteran navigates to the form while not logged in, they will be prompted to do so on the page.

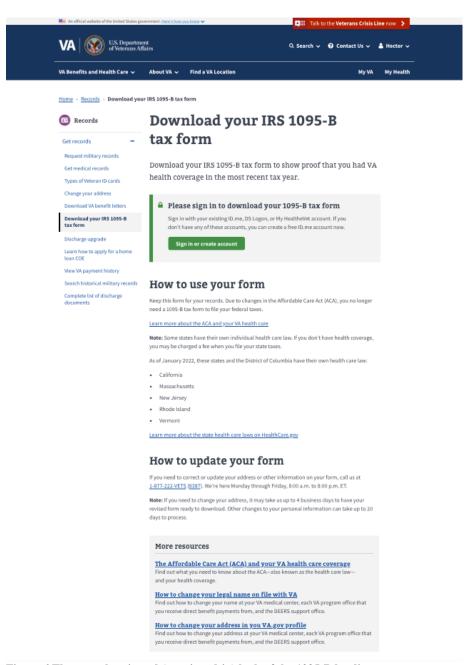


Figure 6 The unauthenticated (not signed-in) look of the 1095-B landing page.

3.1.2 If already signed in

Once the Veteran is on the page, they can click the green button, "Download your 1095-B tax form (PDF)."

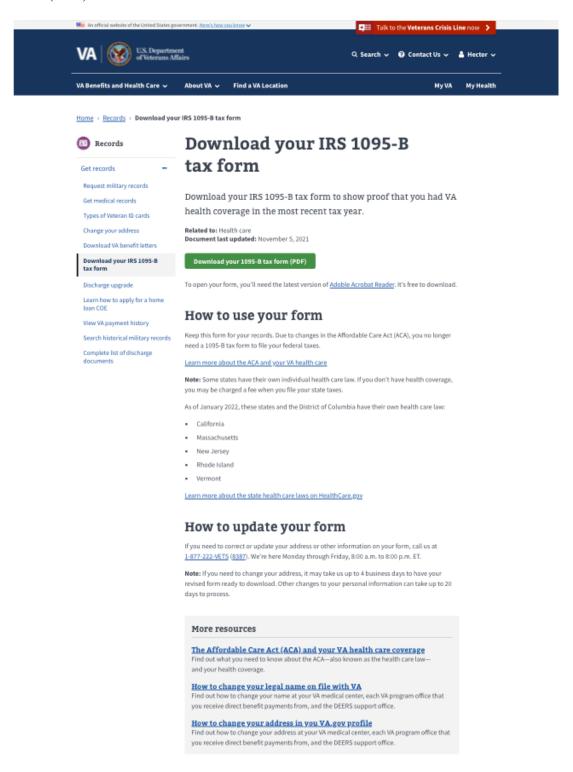


Figure 7 The authenticated (signed-in) look of the 1095-B landing page.

3.2. The IRS 1095-B Health Coverage Form PDF

The 1095-B is downloaded as a pdf file and pre-populated with all the Veteran's information: Name, social security number, address and months of coverage.

														56	פירים		
Form 1095-B	Health Coverage									/OID		OMB No. 1545-2252					
Department of the Treasury	attach to your tax return. Keep for your records. v/Form1095B for instructions and the latest information.					n.	CORRECTED					2021					
Part I Responsible Individual																	
1 Name of responsible individual-First name, middle n	name, last name	1		2	Social se	,	nber (SSN	,	TIN :	B Date of	f birth (if S	SSN or ot	her TIN is	not avail	able)		
Hello 4 Street address (including apartment no.)		World 5 City or town			123-12-1234 6 State or province					7 Country and ZIP or foreign postal code							
4 Street address (including apartment no.)		5 City or town			State or	province			- 1	Count	ry and Zir	- or loreit	yn postai	code			
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8 Enter letter identifying Origin of the Health Cov Part II Information About Certain E				etions	.)												
10 Employer name	Employer-spons	oreu Coverage (S	ee msuc	ICTIONS	<u>)</u>				1	1 Empl	oyer iden	tification	number (i	EIN)			
12 Street address (including room or suite no.)	1	13 City or town		14	14 State or province 15 Country and ZIP or foreign postal cod							l code					
Part III Issuer or Other Coverage P	rovider (see instr	ructions)															
16 Name		,		17	Employ	er identifi	cation nu	mber (EIN	l) 1	8 Conta	act teleph	one num	ber				
19 Street address (including room or suite no.)		20 City or town		21	State o	r province)		2	22 Country and ZIP or foreign postal code							
Part IV Covered Individuals (Enter t										_							
(a) Name of covered individual(s) First name, middle initial, last name	(b) SSN or other TIN	TIN (c) DOB (if SSN or other TIN is not available) all 12 months			(e) Monti						ths of coverage						
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
				\times		X											
23 Dependent One																	
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27																	

Figure 8 Sample pdf download output of IRS 1095-B tax form.

4.1. Errors and Escalation

4.1.1. Error States

In most cases, after clicking the download button Veterans will know that they have successfully downloaded the 1095-B by a change in state—the text above the box will now read "Download complete."



Figure 9 State change and message shown after successful download.

However, in certain cases the Veteran may not be able to download their 1095-B as expected. If they have just registered for health care with the VA and do not have data on file for the previous year, they will receive the following message:

• You don't have a 1095-B tax form available right now

If you recently enrolled in VA health care, you may not have a 1095-B form yet. We process 1095-B forms in early January each year, based on your enrollment in VA health care during the past year.

If you think you should have a 1095-B form, call us at <u>1-877-222-8387</u> (<u>TTY: 711</u>). We're here Monday through Friday, 8:00 a.m. to 8:00 p.m. ET.

Figure 10 State change for message "You don't have a 1095-B tax form available right now."

If there is a technical error on the site and the form is not able to be generated, the Veteran will receive this message:

▲ We couldn't download your form

We're sorry. Something went wrong when we tried to download your form. Please try again. If your form still doesn't download, call us at 800-698-2411 (TTY: 711). We're here 24/7.

Figure 11 State change for error message, "We couldn't download your from."

4.1.2. Escalation Path

If a Veteran sees an error on the form, such as an incorrect address or misspelling of their name, they can call 1-877-222-8387 to fix the error. Once a representative answers the phone, the Veteran should tell them that there is an error on their 1095-B form. The representative will ask for the correct information and update it in the enrollment system.

Veterans should refer to the "Document last updated" date above the 1095-B download link to make sure that they are downloading the most recent version of the form. Changes to a Veteran's address made over the phone may take up to 4 business days to process and be reflected in the online pdf. Updating other personal information such as date of birth or social security number take additional processing time and may take up to 20 business days for the Veteran to receive an updated copy of their 1095-B.