

## ACA100 Affordable Care Act Reporting

### Description

This instructor-led course explains the SCEIS system changes to accommodate the reporting requirements of the Affordable Care Act. Users will learn how to run Affordable Care Act discrepancy reports in SCEIS.

### Target Audience

Users with the following roles: Benefits Administrator, HR Directors.

### Prerequisites

None. However, we recommend that you complete the ECC100V SCEIS Enterprise Central Component (ECC) Basic Navigation online course.

### Registration Instructions

1. In Chrome, use your SCEIS user ID and password to log in to SCEIS Central (<https://sceiscentrallogin.sc.gov>).
2. Click the "My Talent" tile.
3. Click the "MySCLearning" tile.
4. In the "Find Learning" tile, use the search box to type in the course ID (ACA100) and click "Go."
5. Find the course title and click "See Classes."
6. Scroll down and click the "Classes" tab to view class dates.
7. Find the class date you prefer and click "Register Now."
8. At the Registration box, click "Confirm."
9. Receive email confirmation; view details and instructions.

Learn More  
at [sceis.sc.gov](https://sceis.sc.gov)

MySCLearning Tools



If you do not receive a confirmation email, please contact the [SCEIS Help Desk](#).