

The HR Benefits Team would like to inform you that your IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage, is now available.

You can access this form via the benefits communications portal and download a printable copy to keep with your tax records. Log in instructions are below:

1. Log in to the Communication Portal at www.charlestonsc.hrintouch.com.
(Note that your HR InTouch password is the same password that you created during Open Enrollment in October)
Example Username: WilliamB6789 – Please use your first name and first initial of your last name and last 4 of SSN
2. Click “View 1095-C Here” on the right side of the screen to move to your Benefits page.
3. Select “View Tax Documents” on the left side of the screen in the My Documents section.
4. Click download to view your 2019 1095-C (Previous years are also available).