

How to Select Electronic Delivery of Form 1095-C

If you have not already selected electronic delivery of your document, please consider doing so. The electronic form is an exact copy of the paper form, and can be printed from TEAMS to fulfill any need you may have for a paper document.

If you are a new employee or have never considered changing to an electronic form but would like to do so now, please follow these quick steps:

1. Login to TEAMS Employee Service Center at <http://esc.pisd.edu>
The system may ask for verification by sending you an access code by text.
2. Select My Payroll Information
3. Select My 1095
4. Type of delivery will show either Paper or Electronic
5. If you want to change the delivery method, click the Edit button and confirm the change.

The screenshot shows the TEAMS Employee Service Center interface. On the left is a navigation menu under the 'Information' tab, with 'My 1095' highlighted in yellow. On the right, the 'My 1095' settings page is displayed, showing the '1095 Print Option' with 'Type of Delivery' set to 'Electronic' and an 'Edit' button. Below this is the 'View My 1095' section, showing the '1095 Year' as '2015' and a '1095 Print' button.

Information	PayCheck	W-4	W-2	My 1095
My Service Center Home				
My Personal Information				
My Leave Balances				
My Absence Reporting				
My Time Cards				
My Employment Records				
My Pay Information				
My Payroll Information				
My Paychecks				
My Tax Withholding(W-4)				
My W-2				
My 1095				
My Benefits Information				
My Advance/Reimbursement				
My Documents				
LogOff				

1095 Print Option

Type of Delivery
Electronic Edit

View My 1095

1095 Year	
2015	1095 Print Created 01-29-2016 10:45