

Q1 Self-Funded Weekly Billing Calendar

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January	1	2 DDCO Closed	3 Prior month final claims drafted	4	5	6	7
	8	9	10 Claims invoiced	11 Claims drafted	12	13	14
	15	16 DDCO Closed	17 Claims invoiced Prior month admin fee drafted	18 Claims drafted	19	20	21
	22	23	24 Claims invoiced	25 Claims drafted	26	27	28
	29	30	31 Last business day Final claims invoiced Admin fee invoiced				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February				1 Prior month final claims drafted	2	3	4
	5	6	7 Claims invoiced	8 Claims drafted	9	10	11
	12	13	14 Claims invoiced	15 Claims drafted Prior month admin fee drafted	16	17	18
	19	20	21 Claims invoiced	22 Claims drafted	23	24	25
	26	27	28 Last business day Final claims invoiced Admin fee invoiced				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March				1 Prior month final claims drafted	2	3	4
	5	6	7 Claims invoiced	8 Claims drafted	9	10	11
	12	13	14 Claims invoiced	15 Claims drafted Prior month admin fee drafted	16	17	18
	19	20	21 Claims invoiced	22 Claims drafted	23	24	25
	26	27	28	29	30	31 Last business day Final claims invoiced Admin fee invoiced	