

Q2 Self-Funded Weekly Billing Calendar

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April				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 Last business day Final claims invoiced Admin fee invoiced		

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

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