

## 2017 CUT-OFF DATES FOR RECEIPT OF PAPER AND ELECTRONIC CLAIMS

PAPER CLAIMS	ELECTRONIC CLAIMS	PAYMENT DATE	SALARY CONTRACT PAY PERIOD
<b>December 21, 2016**</b>	<b>December 28, 2016**</b>	January 4, 2017	December 16-29, 2016
January 9, 2017	January 12, 2017	January 18, 2017	December 30-January 12, 2017
January 23, 2017	January 26, 2017	February 1, 2017	January 13-26, 2017
February 6, 2017	February 9, 2017	February 15, 2017	January 27-February 9, 2017
<b>February 17, 2017**</b>	February 23, 2017	March 1, 2017	February 10-23, 2017
March 6, 2017	March 9, 2017	March 15, 2017	February 24-March 9, 2017
March 20, 2017	March 23, 2017	March 29, 2017	March 10-23, 2017
April 3, 2017	April 6, 2017	April 12, 2017	March 24-April 6, 2017
April 17, 2017	April 20, 2017	April 26, 2017	April 7-20, 2017
May 1, 2017	May 4, 2017	May 10, 2017	April 21-May 4, 2017
<b>May 12, 2017**</b>	<b>May 17, 2017**</b>	May 24, 2017	May 5-18, 2017
May 29, 2017	June 1, 2017	June 7, 2017	May 19-June 1, 2017
June 12, 2017	June 15, 2017	June 21, 2017	June 2-15, 2017
June 26, 2017	<b>June 28, 2017**</b>	July 5, 2017	June 16-29, 2017
July 10, 2017	July 13, 2017	July 19, 2017	June 30-July 13, 2017
July 24, 2017	July 27, 2017	August 2, 2017	July 14-27, 2017
August 4, 2017	August 10, 2017	August 16, 2017	July 28-August 10, 2017
August 21, 2017	August 24, 2017	August 30, 2017	August 11-24, 2017
<b>September 1, 2017**</b>	September 7, 2017	September 13, 2017	August 25-September 7, 2017
September 18, 2017	September 21, 2017	September 27, 2017	September 8-21, 2017
<b>September 29, 2017*</b>	<b>October 4, 2017**</b>	October 11, 2017	September 22-October 5, 2017
October 16, 2017	October 19, 2017	October 25, 2017	October 6-19, 2017
October 30, 2017	November 2, 2017	November 8, 2017	October 20-November 2, 2017
November 13, 2017	November 16, 2017	November 22, 2017	November 3-16, 2017
November 27, 2017	November 30, 2017	December 6, 2017	November 17-30, 2017
December 11, 2017	December 14, 2017	December 20, 2017	December 1-14, 2017
<b>December 20, 2017**</b>	<b>December 27, 2017**</b>	January 3, 2018	December 15-28, 2017
<b>11:00 AM CUT OFF</b>	<b>11:59 PM CUT OFF</b>		

### NOTE:

Though we will strive to achieve these goals, it may not always be possible due to unforeseen system issues. It is advisable not to leave these submissions to the last day.

Each electronically submitted service encounter must be received, processed and accepted by 11:59 p.m. on the cut-off date to ensure processing for that payment period.

Paper Claims include: Psychiatric Activity Reports, Rural Providers' Emergency on Call Activity Reports, Sessional Payments and Locum Claim Forms. Manual submissions must be received in the Assessment Department by 11:00 a.m. on the cut off date to ensure processing for that payment period.

**PLEASE NOTE, THE \*\* INDICATES A DATE VARIATION**

Please make a note in your schedule of the following dates MSI will accept as "Holidays."	
NEW YEAR'S DAY	MONDAY, JANUARY 2, 2017
HERITAGE DAY	MONDAY, FEBRUARY 20, 2017
GOOD FRIDAY	FRIDAY, APRIL 14, 2017
EASTER MONDAY	MONDAY, APRIL 17, 2017
VICTORIA DAY	MONDAY, MAY 22, 2017
CANADA DAY	MONDAY, JULY 3, 2017
CIVIC HOLIDAY	MONDAY, AUGUST 7, 2017
LABOUR DAY	MONDAY, SEPTEMBER 4, 2017
THANKSGIVING DAY	MONDAY, OCTOBER 9, 2017
REMEMBRANCE DAY	MONDAY, NOVEMBER 13, 2017
CHRISTMAS DAY	MONDAY, DECEMBER 25, 2017
BOXING DAY	TUESDAY, DECEMBER 26, 2017
NEW YEAR'S DAY	MONDAY, JANUARY 1, 2018