

2025 CUT-OFF DATES FOR RECEIPT OF PAPER AND ELECTRONIC CLAIMS

| PAPER CLAIMS | ELECTRONIC CLAIMS | PAYMENT DATE | CONTRACT PAY PERIOD |
|-----------------------------|-----------------------------|--------------------|-----------------------------------|
| December 24, 2024** | January 2, 2025 | January 8, 2025 | December 20, 2024-January 2, 2025 |
| January 13, 2025 | January 16, 2025 | January 22, 2025 | January 3-16, 2025 |
| January 27, 2025 | January 30, 2025 | February 5, 2025 | January 17-30, 2025 |
| February 7, 2025** | February 12, 2025** | February 19, 2025 | January 31-February 13, 2025 |
| February 24, 2025 | February 27, 2025 | March 5, 2025 | February 14-27, 2025 |
| March 10, 2025 | March 13, 2025 | March 19, 2025 | February 28-March 13, 2025 |
| March 24, 2025 | March 27, 2025 | April 2, 2025 | March 14-27, 2025 |
| April 7, 2025 | April 10, 2025 | April 16, 2025 | March 28-April 10, 2025 |
| April 21, 2025 | April 24, 2025 | April 30, 2025 | April 11-24, 2025 |
| May 5, 2025 | May 8, 2025 | May 14, 2025 | April 25-May 8, 2025 |
| May 16, 2025** | May 22, 2025 | May 28, 2025 | May 9-22, 2025 |
| June 2, 2025 | June 5, 2025 | June 11, 2025 | May 23-June 5, 2025 |
| June 16, 2025 | June 19, 2025 | June 25, 2025 | June 6-19, 2025 |
| June 27, 2025** | July 3, 2025 | July 9, 2025 | June 20-July 3, 2025 |
| July 14, 2025 | July 17, 2025 | July 23, 2025 | July 4-17, 2025 |
| July 25, 2025** | July 30, 2025** | August 6, 2025 | July 18-31, 2025 |
| August 11, 2025 | August 14, 2025 | August 20, 2025 | August 1-14, 2025 |
| August 22, 2025** | August 27, 2025** | September 3, 2025 | August 15-28, 2025 |
| September 8, 2025 | September 11, 2025 | September 17, 2025 | August 29-September 11, 2025 |
| September 19, 2025** | September 24, 2025** | October 1, 2025 | September 12-25, 2025 |
| October 3, 2025** | October 8, 2025** | October 15, 2025 | September 26-October 9, 2025 |
| October 20, 2025 | October 23, 2025 | October 29, 2025 | October 10-23, 2025 |
| October 31, 2025** | November 5, 2025** | November 12, 2025 | October 24-November 6, 2025 |
| November 17, 2025 | November 20, 2025 | November 26, 2025 | November 7-20, 2025 |
| December 1, 2025 | December 4, 2025 | December 10, 2025 | November 21-December 4, 2025 |
| December 15, 2025 | December 18, 2025 | December 24, 2025 | December 5-18, 2025 |
| December 24, 2025** | January 1, 2026 | January 7, 2026 | December 19, 2025-January 1, 2026 |
| 11:00 AM CUT OFF | 11:59 PM CUT OFF | | |

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”.

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|---|-----------------------------|
| NEW YEAR'S DAY | WEDNESDAY, JANUARY 1 2025 |
| HERITAGE DAY | MONDAY, FEBRUARY 17, 2025 |
| GOOD FRIDAY | FRIDAY, APRIL 18, 2025 |
| EASTER MONDAY | MONDAY, APRIL 21, 2025 |
| VICTORIA DAY | MONDAY, MAY 19, 2025 |
| CANADA DAY | TUESDAY, JULY 1, 2025 |
| CIVIC HOLIDAY | MONDAY, AUGUST 4, 2025 |
| LABOUR DAY | MONDAY, SEPTEMBER 1, 2025 |
| NATIONAL DAY FOR TRUTH AND RECONCILIATION | TUESDAY, SEPTEMBER 30, 2025 |
| THANKSGIVING DAY | MONDAY, OCTOBER 13, 2025 |
| REMEMBRANCE DAY | TUESDAY, NOVEMBER 11, 2025 |
| CHRISTMAS DAY | THURSDAY, DECEMBER 25, 2025 |
| BOXING DAY | FRIDAY, DECEMBER 26, 2025 |
| NEW YEAR'S DAY | THURSDAY, JANUARY 1, 2026 |