



ATTENTION:

LONG TERM CARE, ICF-DD, HOSPICE (ROOM & BOARD) & ADULT DAY CARE PROVIDERS

Listed below is the **LTC MONTHLY PROCESSING SCHEDULE FOR THE FIRST SIX MONTHS (JANUARY THRU JUNE) OF THE YEAR 2014.**

NOTE: It is **VERY IMPORTANT** that your EDI (837I) or UB claim form is submitted to Molina no later than the scheduled deadline for billing (EDI/ UB CLAIMS RECEIVED AT MOLINA) in order to receive payment on the “check release (issue) date” shown on the schedule below. If your billing is received at Molina after the deadline & if the regular monthly LTC check write is missed, the billing will be processed for payment with the next regular check write.

IF POSSIBLE SEND YOUR UB CLAIMS VIA FEDERAL EXPRESS OR OVERNIGHT MAIL.

IN ORDER TO ASSURE THAT YOUR CLAIMS ARE DIRECTED TO THE PROPER PROCESSING UNIT, WRITE “ATTENTION LTC OR ATTENTION KAY BRUE ” PROMINENTLY ON THE ENVELOPE, AS WELL AS ON A COVER SHEET WITH THE CLAIMS.

EDI/ UB CLAIMS RECEIVED AT UNISYS	CHECK RELEASE (ISSUE) DATE	DAY	DIRECT DEPOSIT FUNDS AVAILABLE DATE	DAY
01/08/2014- 12Noon *	01/09/2014	Thursday	01/10/2014	Friday
02/07/2014- 12Noon	02/10/2014	Monday	02/11/2014	Tuesday
03/07/2014- 12Noon	03/10/2014	Monday	03/11/2014	Tuesday
04/09/2014- 12Noon *	04/10/2014	Thursday	04/11/2014	Friday
05/08/2014- 12Noon	05/12/2014	Monday	05/13/2014	Tuesday
06/06/2014- 12Noon	06/10/2014	Tuesday	06/11/2014	Wednesday

* Denotes Mid-Week Cycle

**FIRST SIX MONTHS(JANUARY THRU JUNE OF THE YEAR 2014)
LTC SUPPLEMENTAL / EDI / UB BILLING SCHEDULE**

EDI/ UB RECEIVED AT MOLINA	DAY	CHECK RELEASE(ISSUE) DATE	DAY	DIRECT DEPOSIT FUNDS AVAILABLE	DAY
<u>JANUARY</u>					
01/09/2014- 12NOON	THURSDAY	01/14/2014	TUESDAY	01/15/2014	WEDNESDAY
01/16/2014- 12NOON	THURSDAY	01/21/2014	TUESDAY	01/22/2014	WEDNESDAY
01/23/2014- 12NOON	THURSDAY	01/28/2014	TUESDAY	01/29/2014	WEDNESDAY
<u>FEBRUARY</u>					
02/13/2014- 12NOON	THURSDAY	02/18/2014	TUESDAY	02/19/2014	WEDNESDAY
02/20/2014- 12NOON	THURSDAY	02/25/2014	TUESDAY	02/26/2014	WEDNESDAY
<u>MARCH</u>					
03/13/2014- 12NOON	THURSDAY	03/18/2014	TUESDAY	03/19/2014	WEDNESDAY
03/20/2014- 12NOON	THURSDAY	03/25/2014	TUESDAY	03/26/2014	WEDNESDAY
<u>APRIL</u>					
04/10/2014- 12NOON	THURSDAY	04/15/2014	TUESDAY	04/16/2014	WEDNESDAY
04/17/2014- 12NOON	THURSDAY	04/22/2014	TUESDAY	04/23/2014	WEDNESDAY
<u>MAY</u>					
05/15/2014- 12NOON	THURSDAY	05/20/2014	TUESDAY	05/21/2014	WEDNESDAY
05/22/2014- 12NOON	THURSDAY	05/27/2014	TUESDAY	05/28/2014	WEDNESDAY
<u>JUNE</u>					
06/12/2014- 12NOON	THURSDAY	06/17/2014	TUESDAY	06/18/2014	WEDNESDAY
06/19/2014- 12NOON	THURSDAY	06/24/2014	TUESDAY	06/25/2014	WEDNESDAY

IF YOU HAVE ANY QUESTIONS REGARDING ELECTRONIC BILLING, PLEASE CALL 225-216-6303.