



**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 2015.**

**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.**

<b>EDI/ UB CLAIMS RECEIVED AT MOLINA</b>	<b>CHECK RELEASE (ISSUE) DATE</b>	<b>DAY</b>	<b>DIRECT DEPOSIT FUNDS AVAILABLE DATE</b>	<b>DAY</b>
01/07/2015- 12Noon	* 01/08/2015	Thursday	01/09/2015	Friday
02/06/2015- 12Noon	02/10/2015	Tuesday	02/11/2015	Wednesday
03/06/2015- 12Noon	03/10/2015	Tuesday	03/11/2015	Wednesday
04/08/2015- 12Noon	* 04/09/2015	Thursday	04/10/2015	Friday
05/08/2015- 12Noon	05/11/2015	Monday	05/12/2015	Tuesday
06/05/2015- 12Noon	06/09/2015	Tuesday	06/10/2015	Wednesday

\* Denotes Mid-Week Cycle

**FIRST SIX MONTHS(JANUARY THRU JUNE OF THE YEAR 2015)  
LTC SUPPLEMENTAL / EDI / UB BILLING SCHEDULE**

<b>EDI/ UB RECEIVED AT MOLINA</b>	<b>DAY</b>	<b>CHECK RELEASE(ISSUE) DATE</b>	<b>DAY</b>	<b>DIRECT DEPOSIT FUNDS AVAILABLE</b>	<b>DAY</b>
<b><u>JANUARY</u></b>					
01/15/2015- 12NOON	THURSDAY	01/20/2015	TUESDAY	01/21/2015	WEDNESDAY
01/22/2015- 12NOON	THURSDAY	01/27/2015	TUESDAY	01/28/2015	WEDNESDAY
<b><u>FEBRUARY</u></b>					
02/12/2015- 12NOON	THURSDAY	02/17/2015	TUESDAY	02/18/2015	WEDNESDAY
02/19/2015- 12NOON	THURSDAY	02/24/2015	TUESDAY	02/25/2015	WEDNESDAY
<b><u>MARCH</u></b>					
03/12/2015- 12NOON	THURSDAY	03/17/2015	TUESDAY	03/18/2015	WEDNESDAY
03/19/2015- 12NOON	THURSDAY	03/24/2015	TUESDAY	03/25/2015	WEDNESDAY
<b><u>APRIL</u></b>					
04/09/2015- 12NOON	THURSDAY	04/14/2015	TUESDAY	04/15/2015	WEDNESDAY
04/16/2015- 12NOON	THURSDAY	04/21/2015	TUESDAY	04/22/2015	WEDNESDAY
04/23/2015- 12NOON	THURSDAY	04/28/2015	TUESDAY	04/29/2015	WEDNESDAY
<b><u>MAY</u></b>					
05/14/2015- 12NOON	THURSDAY	05/19/2015	TUESDAY	05/20/2015	WEDNESDAY
05/21/2015- 12NOON	THURSDAY	05/26/2015	TUESDAY	05/27/2015	WEDNESDAY
<b><u>JUNE</u></b>					
06/11/2015- 12NOON	THURSDAY	06/16/2015	TUESDAY	06/17/2015	WEDNESDAY
06/18/2015- 12NOON	THURSDAY	06/23/2015	TUESDAY	06/24/2015	WEDNESDAY

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