

**December, 2023**

**23-21**

**TO: ALL PHYSICIANS, DENTISTS, DENTURISTS, AND DENTAL HYGIENISTS**

**RE: CLAIM SUBMISSION DEADLINES AND PAYMENT DATES FOR 2024**

Provider claims for the provision of all services payable must be received by MCP no later than the deadline dates shown below. MCP encourages all providers to submit their claims at least three times during the two week submission period and not to wait until the cut-off date to submit all of your claims. Claims that meet all of MCP's claim assessment rules will be paid on the corresponding payment date.

Claim Submission Deadline	Payment Date	Pay Period	Claim Submission Deadline	Payment Date	Pay Period
Jan 5 Friday	Jan 26	23-22	July 5 Friday	July 26	24-09
Jan 19 Friday	Feb 9	23-23	July 19 Friday	Aug 9	24-10
Feb 2 Friday	Feb 23	23-24	Aug 2 Friday	Aug 23	24-11
Feb 16 Friday	Mar 8	23-25	Aug 16 Friday	Sept 6	24-12
Mar 1 Friday	Mar 22	23-26	Aug 30 Friday	Sept 20	24-13
Mar 15 Friday	April 5	24-01	Sept 13 Friday	Oct 4	24-14
Mar 28 <b>Thursday</b>	April 19	24-02	Sept 27 Friday	Oct 18	24-15
Apr 12 Friday	May 3	24-03	Oct 11 Friday	Nov 1	24-16
Apr 26 Friday	May 17	24-04	Oct 25 Friday	Nov 15	24-17
May 10 Friday	May 31	24-05	Nov 8 Friday	Nov 29	24-18
May 24 Friday	June 14	24-06	Nov 22 Friday	Dec 13	24-19
June 7 Friday	June 28	24-07	Dec 6 Friday	Dec 27	24-20
June 21 Friday	July 12	24-08	Dec 18 <b>Wednesday</b>	Jan 10	24-21
			Jan 3 Friday	Jan 24	24-22

**Please note the following:**

Claims must be received no later than **3:00 p.m.** Newfoundland time on the deadline date. Claims received after the deadline will be processed in the next period and paid on the next payment date. All paper claims for fee-for-service and alternate billing (sessional/on-call) must be received at the Grand Falls-Windsor office on or before the above noted deadline.

It is recommended that you submit your claims more than once during the two week cycle. As per the Physicians Information Manual (PIM), please note section 10.6, claim inquiries, please allow four pay periods before requesting an inquiry <https://www.gov.nl.ca/hcs/files/mcp-providers-pim-claims-processing.pdf>.

On March 28, 2024 the claim submission deadline changes to Thursday to accommodate processing over Easter Holidays.

On December 18, 2024 the claim submission deadline changes to Wednesday to accommodate processing over the Christmas Holidays.

**Please note submission and Payment Dates affected are in bold.**

Questions concerning claims submission should be directed to Ms. Beverley Pelley, Claims Processing Manager. Ms. Pelley can be contacted by telephone at (709) 292-4013, or by email at [BeverleyPelley@gov.nl.ca](mailto:BeverleyPelley@gov.nl.ca).

#### **Daylight Savings Time**

Daylight savings time will begin at 2:00 a.m. on Sunday, March 10, 2024. Claims that are billed for services on this date which include 2:00 a.m. NST, should be **reduced** by 1 hour. For example, a 24-hour Category B shift which occurs 0800 Saturday to 0759 Sunday, should be billed at 23 hourly units.

Daylight savings time will end at 2:00 a.m. on Sunday, November 3, 2024. Claims that are billed for services on this date which include 2:00 a.m. NST, should be **increased** by 1 hour. For example, a 24-hour Category B shift which occurs 0800 Saturday to 0759 Sunday, should be billed at 25 hourly units.

Questions concerning billing of Daylight Savings Time should be directed to Ms. Margaret Foley, Manager of Claims Operations by telephone at (709) 292-4004, or by email at [MargaretFoley@gov.nl.ca](mailto:MargaretFoley@gov.nl.ca).