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Subject: Claims Processing and Payment for the Christmas Holidays.	Reference: N/A	

To: all physicians and billing staff
2016 Holiday claim processing and payment schedule

- The Alberta Health office will be closed from Monday, December 26 to Monday, January 2, 2017, inclusive.
- H-Link will be able to accept claims from submitters during the office closure period.
- Claims received and assessed during the period of December 9 to 15, 2016 will have an expected payment date of Friday December 23, 2016.
- Payments will not be issued Friday, December 30, 2016.
- The next expected payment date will be on Friday, January 6, 2017, and will include claims received and assessed during the period of December 16 to 29, 2016. Regular payments will resume from this date forward.
- Reports, such as the Statement of Assessments and Statement of Accounts, will not be produced for the week of December 26, 2016 to December 30, 2016.

Alternate Relationship Plans (ARP) payment schedule - applies to physicians only

- Alberta Health online services will be able to accept Sessional ARP invoices during the office closure period; however, the invoices will not be processed during that time.
- Payments will not be issued Friday December 30, 2016.
- For ARPs that are paid weekly, processing dates December 9 to December 15, 2016 will have an expected payment date of Friday, December 23, 2016. Processing dates December 16 to December 29, 2016 will have an expected payment date of Friday, January 6, 2017.
- For ARPs that are paid semi-monthly, processing dates December 1 to December 15, 2016 will have an expected payment date of Friday, December 23, 2016. Processing dates December 16 to December 31, 2016 will have an expected payment date of Friday, January 6, 2017.
- ARPS that are paid monthly will not be affected by the office closure period. The first expected payment date in the new year will be January 13, 2017.

Contact: Health Insurance Programs Branch	Approved by: Donna Manuel
Telephone: Edmonton 780-422-1600 Toll free 310-0000	Position: Executive Director Health Insurance Programs Branch, Professional Services and Health Benefits Division