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<b>Subject:</b> Claim Processing and Payment for Christmas Holiday 2018/2019		<b>Reference:</b> Christmas Holiday Payment Schedule

**To: all physicians and billing staff**

**2018/2019 Holiday claim processing and payment schedule**

- The Alberta Health office will be closed from Monday, December 24, 2018 to Tuesday, January 1, 2019, 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 7 to December 13, 2018, will have an expected payment date of Friday, December 21, 2018.
- Payments will not be issued Friday, December 28, 2018.
- The next expected payment date will be on Friday, January 4, 2019, and will include claims received and assessed during the period of December 14 to December 27, 2018. 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 24, 2018 to December 29, 2018.

**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 28, 2018.
  - For ARPs that are paid weekly, processing dates December 7 to December 13, 2018 will have an expected payment date of Friday, December 21, 2018. Processing dates December 14 to December 27, 2018, will have an expected payment date of Friday, January 4, 2019.
- For ARPs that are paid semi-monthly, processing dates December 1 to December 15, 2018 will have an expected payment date of Friday, January 4, 2019. Processing dates December 16 to December 31, 2018, will have an expected payment date of Friday, January 11, 2019.
- 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 11, 2019.

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