

December, 2024

24-18

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

**RE: CLAIM SUBMISSION DEADLINES AND PAYMENT DATES FOR 2025**

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

**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 [Section 10.6: Unpaid Claim Inquiries](#), please allow four pay periods before requesting an inquiry.

On December 18, 2025 the claim submission deadline changes to Thursday to accommodate processing over the Christmas Holidays.

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

Questions concerning Claims Submission may be directed to Ms. Beverley Pelley, Claims Processing Manager 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 9, 2025. 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 2, 2025. 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 may 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).

### **Blended Capitation Family Physicians ONLY – Alternating biweekly capitation payments:**

Biweekly capitation payments are based on the number of days available for processing, as such if there is a holiday during the pay period that results in a delayed MCP Processing for cutoff dates then the biweekly capitation payment for that and the following pay period will be based on the number of days available for processing. Pay periods with fewer days available for consideration will have an adjacent pay period that accounts for the day(s) that were outside the view of the prior processing period. In a pay period with multiple holidays (e.g., late December), the variance may be greater. This is a result of capitation payments being calculated daily with multiple potential change factors (e.g. a patient rostering or de-rostering event, patient birthday changing the age modifier, etc.) affecting each physician's capitation payment for any given day.

- Pay periods in 2025 that will contain **fewer** than 14 days of capitation payments: 25-02, 25-09, 25-11, 25-14, 25-17, and 25-21.
- Pay periods in 2025 that will contain **more** than 14 days of capitation payments: 25-01, 25-08, 25-10, 25-13, 25-16, and 25-22.

Questions concerning Alternating Biweekly Capitation payments may be directed to Matthew Pinsent by email at [matthewpinsent@gov.nl.ca](mailto:matthewpinsent@gov.nl.ca).