

February & March 2016

Conversion Calendar



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
1 February Authorization error reports distributed this week	2	3	4	5	6/7
→					
8	9	10	11 Authorization letter and timesheet mailing begins- clients and providers will receive letters	12 All authorizations must be entered for conversion to IPOne	13/14
15	16	17 Case managers can view, enter and modify IP authorizations in IPOne (via CARE) for services 3/1 and later.	18	19	20/21
22	23	24	25	26	27/28
29 Correct all authorization errors so that providers can report hours worked on 3/1/16	1 March First day for providers to report hours worked in IPOne	2	3	4	5/6
7 Last supplemental run in SSPS. Only authorizations for 2/29/16 and prior may be authorized.	8	9	10	11	12/13
14	15 End of first pay period in IPOne	16	17	18 Last day for providers to claim in SSPS.	19/20