2016 Lower Limit and Current Process Month Calendar

The "lower limit date" is three calendar months prior to the "current process month." For terminations, the lower limit date is the farthest back coverage may be retro-terminated as allowable under Policy 19-1, Addendum 19-1A.

"Current process month" identifies the specific period of time for which the insurance system is billing an agency. The beginning and end date of an agency's current process month depends on which one of the three invoicing cycles the agency is in.

Cycle 1: K-12 School Districts

Process Month	Invoice Date	Process Month Date Range	Lower Limit Date
January 2016	12/23/2015	12/24/2015 – 1/22/2016	10/31/2015
February 2016	1/22/2016	1/23/2016 – 2/23/2016	11/30/2015
March 2016	2/23/2016	2/24/2016 – 3/23/2016	12/31/2015
April 2016	3/23/2016	3/24/2016 – 4/22/2016	1/31/2016
May 2016	4/22/2016	4/23/2016 – 5/23/2016	2/29/2016
June 2016	5/23/2016	5/24/2016 – 6/23/2016	3/31/2016
July 2016	6/23/2016	6/24/2016 – 7/22/2016	4/30/2016
August 2016	7/22/2016	7/23/2016 – 8/23/2016	5/31/2016
September 2016	8/23/2016	8/24/2016 – 9/23/2016	6/30/2016
October 2016	9/23/2016	9/24/2016 – 10/21/2016	7/31/2016
November 2016	10/21/2016	10/22/2016 – 11/23/2016	8/31/2016
December 2016	11/23/2016	11/24/2016 – 12/23/2016	9/30/2016

Cycle 2: Higher Education and Employer Groups

Process Month	Invoice Date	Process Month Date Range	Lower Limit Date
January 2016	12/28/2015	12/29/2015 – 1/26/2016	10/31/2015
February 2016	1/26/2016	1/27/2016 – 2/26/2016	11/30/2015
March 2016	2/26/2016	2/27/2016 – 3/28/2016	12/31/2015
April 2016	3/28/2016	3/29/2016 – 4/26/2016	1/31/2016
May 2016	4/26/2016	4/27/2016 – 5/26/2016	2/29/2016
June 2016	5/26/2016	5/27/2016 – 6/27/2016	3/31/2016
July 2016	6/27/2016	6/28/2016 – 7/26/2016	4/30/2016
August 2016	7/26/2016	7/27/2016 – 8/26/2016	5/31/2016
September 2016	8/26/2016	8/27/2016 – 9/26/2016	6/30/2016
October 2016	9/26/2016	9/27/2016 – 10/26/2016	7/31/2016
November 2016	10/26/2016	10/27/2016 – 11/28/2016	8/31/2016
December 2016	11/28/2016	11/29/2016 – 12/27/2016	9/30/2016

Cycle 3: State Agencies

Process Month	Invoice Date	Process Month Date Range	Lower Limit Date
January 2016	12/31/2015	1/1/2016 – 1/29/2016	10/31/2015
February 2016	1/29/2016	1/30/2016 – 2/29/2016	11/30/2015
March 2016	2/29/2016	3/1/2016 – 3/31/2016	12/31/2015
April 2016	3/31/2016	4/1/2016 – 4/29/2016	1/31/2016
May 2016	4/29/2016	4/30/2016 – 5/31/2016	2/29/2016
June 2016	5/31/2016	6/1/2016 – 6/30/2016	3/31/2016
July 2016	6/30/2016	7/1/2016 – 7/29/2016	4/30/2016
August 2016	7/29/2016	7/30/2016 – 8/31/2016	5/31/2016
September 2016	8/31/2016	9/1/2016 – 9/30/2016	6/30/2016
October 2016	9/30/2016	10/1/2016 – 10/31/2016	7/31/2016
November 2016	10/31/2016	11/1/2016 – 11/30/2016	8/31/2016
December 2016	11/30/2016	12/1/2016 – 12/30/2016	9/30/2016