

2019 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 2019	12/21/2018	12/22/2018 – 1/23/2019	10/31/2018
February 2019	1/23/2019	1/24/2019 – 2/22/2019	11/30/2018
March 2019	2/22/2019	2/23/2019 – 3/22/2019	12/31/2018
April 2019	3/22/2019	3/23/2019 – 4/23/2019	1/31/2019
May 2019	4/23/2019	4/24/2019 – 5/23/2019	2/28/2019
June 2019	5/23/2019	5/24/2019 – 6/21/2019	3/31/2019
July 2019	6/21/2019	6/22/2019 – 7/23/2019	4/30/2019
August 2019	7/23/2019	7/24/2019 – 8/23/2019	5/31/2019
September 2019	8/23/2019	8/24/2019 – 9/23/2019	6/30/2019
October 2019	9/23/2019	9/24/2019 – 10/23/2019	7/31/2019
November 2019	10/23/2019	10/24/2019 – 11/22/2019	8/31/2019
December 2019	11/22/2019	11/23/2019 – 12/23/2019	9/30/2019

Cycle 2: Higher Education and Employer Groups

Process Month	Invoice Date	Process Month Date Range	Lower Limit Date
January 2019	12/26/2018	12/27/2018 – 1/28/2019	10/31/2018
February 2019	1/28/2019	1/29/2019 – 2/26/2019	11/30/2018
March 2019	2/26/2019	2/27/2019 – 3/26/2018	12/31/2018
April 2019	3/26/2019	3/27/2019 – 4/26/2019	1/31/2019
May 2019	4/26/2019	4/27/2019 – 5/28/2019	2/28/2019
June 2019	5/28/2019	5/29/2019 – 6/26/2019	3/31/2019
July 2019	6/26/2019	6/27/2019 – 7/26/2019	4/30/2019
August 2019	7/26/2019	7/27/2019 – 8/26/2019	5/31/2019
September 2019	8/26/2019	8/27/2019 – 9/26/2019	6/30/2019
October 2019	9/26/2019	9/27/2019 – 10/28/2019	7/31/2019
November 2019	10/28/2019	10/29/2019 – 11/26/2019	8/31/2019
December 2019	11/26/2019	11/27/2019 – 12/26/2019	9/30/2019

Cycle 3: State Agencies

Process Month	Invoice Date	Process Month Date Range	Lower Limit Date
January 2019	12/31/2018	1/1/2019 – 1/31/2019	10/31/2018
February 2019	1/31/2019	2/1/2019 – 2/28/2019	11/30/2018
March 2019	2/28/2019	3/1/2019 – 3/29/2019	12/31/2018
April 2019	3/29/2019	3/30/2018 – 4/30/2019	1/31/2019
May 2019	4/30/2019	5/1/2019 – 5/31/2019	2/28/2019
June 2019	5/31/2019	6/1/2019 – 6/28/2019	3/31/2019
July 2019	6/28/2019	6/29/2019 – 7/31/2019	4/30/2019
August 2019	7/31/2019	8/1/2019 – 8/30/2019	5/31/2019
September 2019	8/30/2019	8/31/2019 – 9/30/2019	6/30/2019
October 2019	9/30/2019	10/1/2019 – 10/31/2019	7/31/2019
November 2019	10/31/2019	11/1/2019 – 11/27/2019	8/31/2019
December 2019	11/27/2019	11/28/2018 – 12/31/2019	9/30/2019