

# Medicare Managed Care Manual

## Chapter 20 - Plan Communications Guide

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(Rev. 40, 11-14-03)

### Appendix D - Enrollment Data Transmission Schedule

The following is a recommendation for the best time to transmit your data:

1. Monday through Friday **6:00 a.m. to 7:30 p.m.** ET  
Data **WILL** be received for monthly processing.
2. Monday through Friday **after 7:30 p.m.** ET  
Data **WILL NOT** be received for monthly processing until the next day.
3. Saturday, Sunday, and MCCOY down days  
Data **WILL NOT** be received for monthly processing.  
Refer to your annual GHP Plan Due Dates/MCCOY Down Schedule.
4. Enrollment Data Cutoff Day - **Data Due by 5:00 pm** ET.  
Plans can transmit enrollment data up to 5pm ET.  
Please refer to the GHP monthly schedule for each month's cutoff date.