

AHCCCS, ISD Data Analytics and Operations
Data Management and Oversight
Encounter File Processing Schedule
April 2025 - June 2025

FILE PROCESSING ACTIVITY	April 2025	April 2025	May 2025	May 2025	June 2025	June 2025
Deadline for Corrected Pended Encounter and New Day File Submission to AHCCCS by 6:00 PM Thursday	Thurs 04/03/25	Thurs 04/17/25	Thurs 05/08/25	Thurs 05/22/25	Thurs 06/05/25	Thurs 06/19/25
Work Days for AHCCCS	11	8	11	8	11	8
Encounter Pended and Adjudication Files Available to Health Plans by Friday at 5:00 PM	Mon 04/14/25	Fri 04/25/25	Mon 05/19/25	Fri 05/30/25	Mon 06/16/25	Fri 06/27/25
Reinsurance Case Association begins immediately following the completion of the first monthly encounter cycle	Yes	N/A	Yes	N/A	Yes	N/A

- Note:
- This schedule is subject to change.** If untimely submission of an encounter is caused by an AHCCCS schedule change, a sanction against timeliness error will not be applied.
 - On deadline days, encounter file(s) must arrive at AHCCCS by 6:00 p.m.
 - The plan availability dates are only estimates. Adjustments to these dates may be necessary based on the number of files submitted and processed.
 - Contractors are encouraged to submit files immediately following their claims adjudication process. Contractors may be required to submit files for one or both encounter adjudication cycles.
 - Health Plans are required to correct each pending encounter within 120 days.