

## 2024 Provider Checkwrite Schedule for the Division of Health Benefits (DHB)

### The Weekly Checkwrite Cycle:

#### 1. Claims submission

- a. Submit batch claims by 6 p.m. on Thursday for processing through the checkwrite cycle on Friday
- b. Successfully process claims via the portal by 11:59 p.m. on Friday
- c. Successfully process POS Pharmacy claims by 11:59 p.m. on Friday

#### 2. RAs and Payments

- a. Receive Remittance Advices and 835s, 820s and 277P's by 8 a.m. on Wednesday
- b. Receive electronic payments Wednesday or Thursday (depending on the provider's financial institution and the timing of state and federal holidays and fiscal quarter/year-end)
- c. Receive checks within a week after the checks are mailed on Wednesday

NCTracks will issue 50 checkwrites per fiscal year. The payment cycle will be weekly, exceptions being the last week of June (end of state fiscal year) and the last week of the calendar year. To ensure payments are processed in a timely manner, please verify Electronic Funds Transfer (EFT) information is correct in the provider portal in NCTracks. Please log into the secure portal at <https://www.nctracks.nc.gov/content/public/providers.html> to view EFT information. If additional assistance is needed, please contact the NCTracks Call Center at 1-800-688-6696.

### Definition of terms used in NCTracks Checkwrite Schedule:

**Cutoff Date** – This is the date that claims must be submitted and adjudicated by to receive payment in the current checkwrite cycle.

- Valid claims submitted and adjudicated by midnight on Friday will generally be processed for the current cycle. Please note the following:
  - Claims keyed individually into the provider portal are adjudicated immediately. Providers may submit claims via the portal up to 11:59 p.m. on Friday. Accordingly, portal submitted claims that are successfully processed by NCTracks by 11:59 p.m. on Friday will be included in the current checkwrite cycle.
  - POS pharmacy claims are also adjudicated immediately. Accordingly, POS pharmacy claims that are successfully processed by NCTracks by 11:59 p.m. on Friday will be included in the current checkwrite cycle.

- Batch claims uploaded through the portal or submitted by a trading partner may take up to 24 hours or more to adjudicate once submitted, so batch claims should be submitted no later than 6 p.m. Thursday evening for incorporation into the current weekly checkwrite cycle.
- Claims that do not adjudicate by the cutoff date will be processed in the following checkwrite cycle.

**Checkwrite Date** – The checkwrite date is normally the following Tuesday. This is when the State approves and releases the funds and the payment process begins. This is the date that will appear on the Remittance Advice (RA).

**EFT/Transmittal Effective Date** – Electronic funds transfer is initiated by Bank of America to provider bank accounts the day after the checkwrite date which is Wednesday, except in cases of a state or federal holiday or fiscal quarter/year-end on Monday, Tuesday or Wednesday. In these circumstances, the EFT posting will be effective on the next business day (Thursday). The timing of posting and availability of funds to provider bank accounts will depend on the provider’s financial institution. Bank of America customers will normally see their payments on Wednesday afternoon. Other providers will normally see payments in their accounts on Thursday afternoon.

For more information about NCTracks, visit [www.nctracks.nc.gov](http://www.nctracks.nc.gov).

**NCTracks 2024 Checkwrite Schedule for DHB**

#	Batch Claims Cut-Off Date (6:00 PM)	Portal & Claims Cut-Off Date (11:59 PM)	Checkwrite Date	EFT Effective Date
1	12/28/23	12/29/23	01/03/24	01/04/24
2	01/04/24	01/05/24	01/09/24	01/10/24
3	01/11/24	01/12/24	01/17/24	01/18/24
4	01/18/24	01/19/24	01/23/24	01/24/24
5	01/25/24	01/26/24	01/30/24	01/31/24
6	02/01/24	02/02/24	02/06/24	02/07/24
7	02/08/24	02/09/24	02/13/24	02/14/24

<b>8</b>	02/15/24	02/16/24	02/21/24	02/22/24
<b>9</b>	02/22/24	02/23/24	02/27/24	02/28/24
<b>10</b>	02/29/24	03/01/24	03/05/24	03/06/24
<b>11</b>	03/07/24	03/08/24	03/12/24	03/13/24
<b>12</b>	03/14/24	03/15/24	03/19/24	03/20/24
<b>13</b>	03/21/24	03/22/24	03/26/24	03/27/24
<b>14</b>	03/28/24	03/29/24	04/02/24	04/03/24
<b>15</b>	04/04/24	04/05/24	04/09/24	04/10/24
<b>16</b>	04/11/24	04/12/24	04/16/24	04/17/24
<b>17</b>	04/18/24	04/19/24	04/23/24	04/24/24
<b>18</b>	04/25/24	04/26/24	04/30/24	05/01/24
<b>19</b>	05/02/24	05/03/24	05/07/24	05/08/24
<b>20</b>	05/09/24	05/10/24	05/14/24	05/15/24
<b>21</b>	05/16/24	05/17/24	05/21/24	05/22/24
<b>22</b>	05/23/24	05/24/24	05/29/24	05/30/24
<b>23</b>	05/30/24	05/31/24	06/04/24	06/05/24
<b>24</b>	06/06/24	06/07/24	06/11/24	06/12/24
<b>25</b>	06/13/24	06/14/24	06/18/24	06/20/24
	No Checkwrite - End of State Fiscal Year			
<b>26</b>	06/27/24	06/28/24	07/02/24	07/03/24
<b>27</b>	07/04/24	07/05/24	07/09/24	07/10/24
<b>28</b>	07/11/24	07/12/24	07/16/24	07/17/24
<b>29</b>	07/18/24	07/19/24	07/23/24	07/24/24
<b>30</b>	07/25/24	07/26/24	07/30/24	07/31/24
<b>31</b>	08/01/24	08/02/24	08/06/24	08/07/24
<b>32</b>	08/08/24	08/09/24	08/13/24	08/14/24
<b>33</b>	08/15/24	08/16/24	08/20/24	08/21/24
<b>34</b>	08/22/24	08/23/24	08/27/24	08/28/24
<b>35</b>	08/29/24	08/30/24	09/04/24	09/05/24

<b>36</b>	09/05/24	09/06/24	09/10/24	09/11/24
<b>37</b>	09/12/24	09/13/24	09/17/24	09/18/24
<b>38</b>	09/19/24	09/20/24	09/24/24	09/25/24
<b>39</b>	09/26/24	09/27/24	10/02/24	10/03/24
<b>40</b>	10/03/24	10/04/24	10/08/24	10/09/24
<b>41</b>	10/10/24	10/11/24	10/16/24	10/17/24
<b>42</b>	10/17/24	10/18/24	10/22/24	10/23/24
<b>43</b>	10/24/24	10/25/24	10/29/24	10/30/24
<b>44</b>	10/31/24	11/01/24	11/05/24	11/06/24
<b>45</b>	11/07/24	11/08/24	11/13/24	11/14/24
<b>46</b>	11/14/24	11/15/24	11/19/24	11/20/24
<b>47</b>	11/21/24	11/22/24	11/26/24	11/27/24
<b>48</b>	11/28/24	11/29/24	12/03/24	12/04/24
<b>49</b>	12/05/24	12/06/24	12/10/24	12/11/24
<b>50</b>	12/12/24	12/13/24	12/17/24	12/18/24
<b>51</b>	12/26/24	12/27/24	12/31/24	01/02/25