

HOME HELP PROVIDER PAYMENT SCHEDULE

Introduction

Services for the Home Help program are paid once a month. Individual Home Help caregivers are required to submit an Electronic Services Verification (ESV) or Paper Services Verification (PSV) into the Community Health Automated Medicaid Processing System (CHAMPS) to receive payment. Receipt of payment is based on the date an ESV is submitted in CHAMPS or a PSV is received by the Michigan Department of Health and Human Services (MDHHS).

Tasks can be entered and submitted in CHAMPS for ESVs the day services are provided or entered and submitted for the entire month on the last day of the month. PSVs must be received by MDHHS starting the first day of the following month services were provided. PSVs for future months are not acceptable.

Service Verification Received/Submitted

ESV/PSVs must be submitted or received by Friday at 1 p.m. ESVs not submitted in CHAMPS or PSVs not received by MDHHS by Friday at 1p.m. will not pay until the next pay period.

The estimated warrant delivery date for ESV/PSVs submitted or received **after** 1 p.m. on Friday, January 1, 2021 is January 15, 2021.

Estimated Warrant Delivery Date

The approximate date a warrant will be delivered, if ESV/PSV is received before 1 p.m. on a Friday. Warrants may be delayed due to holidays.

Service Verification Received/Submitted	Estimated Warrant Delivery Date
January 1	01/08/2021
January 2 - 8	01/15/2021
January 9 - 15	01/22/2021
January 16 - 22	01/29/2021
January 23 - 29	02/05/2021
January 30 - February 5	02/12/2021
February 6 - 12	02/19/2021
February 13 - 19	02/26/2021
February 20 - 26	03/03/2021

Service Verification Received/Submitted	Estimated Warrant Delivery Date
February 27 - March 5	03/12/2021
March 6 - 12	03/19/2021
March 13 - 19	03/26/2021
March 20 - 26	04/02/2021
March 27 - April 2	04/09/2021
April 3 - 9	04/16/2021
April 10 - 16	04/23/2021
April 17 - 23	04/30/2021
April 24 - 30	05/07/2021
May 1 - 7	05/14/2021
May 8 - 14	05/21/2021
May 15 - 21	05/28/2021
May 22 - 28	06/04/2021
May 29 - June 4	06/11/2021
June 5 - 11	06/18/2021
June 12- 18	06/25/2021
June 19 - 25	07/02/2021
June 26 - July 2	07/09/2021
July 3 - 9	07/16/2021
July 10 - 16	07/23/2021
July 17 - 23	07/30/2021
July 24 - 30	08/06/2021
July 31 - August 6	08/13/2021
August 7 - 13	08/20/2021
August 14 - 20	08/27/2021
August 21 - 27	09/03/2021
August 31 - September 3	09/10/2021
September 4 - 10	09/17/2021

Service Verification Received/Submitted	Estimated Warrant Delivery Date
September 11 - 17	09/24/2021
September 18 - 24	10/01/2021
September 25 - October 1	10/08/2021
October 2 - 8	10/15/2021
October 9 - 15	10/22/2021
October 16 - 22	10/29/2021
October 23 - 29	11/05/2021
October 30- November 5	11/12/2021
November 6 - 12	11/19/2021
November 13 - 17	11/24/2021
November 18 - 26	12/03/2021
November 27 - December 3	12/10/2021
December 4- 10	12/17/2021
December 11 - 15	12/22/2021
December 16 - 22	12/29/2021
December 23 - 31	01/07/2022
January 1-7	01/14/2022

ADULT SERVICES AUTHORIZATION DEADLINE SCHEDULE CALENDAR YEAR 2021

An ESV or PSV cannot be generated in CHAMPS until an authorization is entered into MiAIMS. Therefore, adult services workers should enter the authorization in MiAIMS no later than the Thursday that falls in the last week of the month or as soon as possible.

Service Month Worked	Adult Services Payment Authorization Deadline
January	01-28-2021
February	02-25-2021
March	04-01-2021

Service Month Worked	Adult Services Payment Authorization Deadline
April	04-29-2021
May	06-03-2021
June	07-01-2021
July	08-05-2021
August	09-02-2021
September	09-30-2021
October	11-04-2021
November	12-02-2021
December	01-06-2022