



HI-CDO Payment Schedule

Effective July 1, 2024 – June 30, 2025

According to the 21st Century Cures Act your employees must use an Electronic Visit Verification (EVV) method to enter hours for Respite, Personal Assistance/Habitation, and Chore services. Community Learning Services does not require EVV.

You MUST use one of our time entry systems: the Mobile App, found in the Google Play Store or Apple App Store. Find DCI Mobile EVV and install using the System Identifier 228636. You may also use the client’s landline (Phone EVV), or Secure FOB option. Contact your local Acumen Client Services Agent or Customer Service to set these up.

Employers must check all hours are entered accurately and approved by 9pm HST on the “Submissions Due” date. Otherwise, they may not get paid timely. Note that due dates that fall on a weekend or holiday have an *.

If you have any questions or concerns, contact your local Acumen Client Services Agent
from 8:30am - 4:00pm M – F or call Customer Service, 24 hours a day
(except for Acumen holidays) at (866) 759-9498.

| MONTH | Payroll Start | Payroll End | Submission due by 9pm HST on this date | PAYMENT DATE DIRECT DEPOSIT or CHECK DATE |
|-----------|---------------|-------------|---|--|
| JULY | 7/1/2024 | 7/15/2024 | Tue, 07/16/24 | Tue, 07/30/24 |
| | 7/16/2024 | 7/31/2024 | Thu, 08/01/24 | Thu, 08/15/24 |
| AUGUST | 8/1/2024 | 8/15/2024 | Fri, 08/16/24 | Fri, 08/30/24 |
| | 8/16/2024 | 8/31/2024 | Sun, 09/01/24* | Fri, 09/13/24 |
| SEPTEMBER | 9/1/2024 | 9/15/2024 | Mon, 09/16/24 | Mon, 09/30/24 |
| | 9/16/2024 | 9/30/2024 | Tue, 10/01/24 | Tue, 10/15/24 |
| OCTOBER | 10/1/2024 | 10/15/2024 | Wed, 10/16/24 | Wed, 10/30/24 |
| | 10/16/2024 | 10/31/2024 | Fri, 11/01/24 | Fri, 11/15/24 |
| NOVEMBER | 11/1/2024 | 11/15/2024 | Sat, 11/16/24* | Fri, 11/29/24 |
| | 11/16/2024 | 11/30/2024 | Sun, 12/01/24* | Fri, 12/13/24 |
| DECEMBER | 12/1/2024 | 12/15/2024 | Mon, 12/16/24 | Mon, 12/30/24 |
| | 12/16/2024 | 12/31/2024 | Wed, 01/01/25* | Wed, 01/15/25 |
| JANUARY | 1/1/2025 | 1/15/2025 | Thu, 01/16/25 | Thu, 01/30/25 |
| | 1/16/2025 | 1/31/2025 | Sat, 02/01/25* | Fri, 02/14/25 |
| FEBRUARY | 2/1/2025 | 2/15/2025 | Sun, 02/16/25* | Fri, 02/28/25 |
| | 2/16/2025 | 2/28/2025 | Sat, 03/01/25* | Fri, 03/14/25 |
| MARCH | 3/1/2025 | 3/15/2025 | Sun, 03/16/25* | Fri, 03/28/25 |
| | 3/16/2025 | 3/31/2025 | Tue, 04/01/25 | Tue, 04/15/25 |
| APRIL | 4/1/2025 | 4/15/2025 | Wed, 04/16/25 | Wed, 04/30/25 |
| | 4/16/2025 | 4/30/2025 | Thu, 05/01/25 | Thu, 05/15/25 |
| MAY | 5/1/2025 | 5/15/2025 | Fri, 05/16/25 | Fri, 05/30/25 |
| | 5/16/2025 | 5/31/2025 | Sun, 06/01/25* | Fri, 06/13/25 |
| JUNE | 6/1/2025 | 6/15/2025 | Mon, 06/16/25 | Mon, 06/30/25 |
| | 6/16/2025 | 6/30/2025 | Tue, 07/01/25 | Tue, 07/15/25 |

Please share this schedule with your employees and keep a copy in a safe place for easy reference.