# 2006 MHS Monthly Report Calendar

►►►►►All Service Input Must Be Completed By 6PM on the 3rd Workday!◄◄◄◄◄

## Jan

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| 1 Print Nov. Reports | 2 Holiday | Jan | 4 | 5 3rd Workday | 6 Print Dec. Reports | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 Run Reports | 16 Holiday/Print Dec. Reports | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 39 | 31 Run Reports | | | | |

## Feb

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| FEB | | | 1 Print Dec. Reports | 2 | 3 3rd Workday | 4 Print Jan. Reports |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 Holiday | 14 | 15 Run Reports | 16 Print Jan. Reports | 17 | 18 |
| 19 | 20 Holiday | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 Run Reports | | | | |

## Mar

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| Mar | | | 1 Print January Reports | 2 | 3 3rd Workday | 4 Print Feb. Reports |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 Run Reports | 16 Print Feb. Reports | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 Run Reports | |

## Apr

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| APR | | | | | | 1 Print February Reports |
| 2 | 3 | 4 | 5 3rd Workday | 6 Print March Reports | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 Run Reports |
| 16 Print March Reports | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 Run Reports | | | | | | |

**3rd Workday Reports**
MHS206    MHS696
PSP117    PSP131
**Site Specific Only:**
MHS854   MHS855   PSP104

**15th Day Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855

**Last Day Of Each Month Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855

# 2006 MHS MONTHLY REPORT CALENDAR
►►►►►ALL SERVICE INPUT MUST BE COMPLETED BY 6PM ON THE 3RD WORKDAY!◄◄◄◄◄

## MAY

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | 1 Print March Reports | 2 | 3 3rd Workday | 4 Print April Reports | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 Run Reports | 16 Print April Reports | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 Holiday | 30 | 31 Run Reports | | | |

## JUN

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | | | | 1 Print April Reports | 2 | 3 |
| 4 | 5 3rd Workday | 6 Print May Reports | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 Run Reports | 16 Print May Reports | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 Run Reports | |

## JUL

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | | | | | | 1 Print May Reports |
| 2 | 3 | 4 Holiday | 5 | 6 3rd Workday | 7 Print June Reports | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 Run Reports |
| 16 Print June Reports | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 Run Reports | | | | | |

## AUG

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | 1 Print June Reports | 2 | 3 3rd Workday | 4 Print July Reports | | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 Run Reports | 16 Print July Reports | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 Run Reports | | |

**3rd Workday Reports**
MHS206    MHS696
PSP117    PSP131
**Site Specific Only:**
MHS854  MHS855  PSP104

**15th Day Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855

**Last Day Of Each Month Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855

# 2006 MHS MONTHLY REPORT CALENDAR

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## SEPT

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | | | | | 1 Print July Reports | 2 |
| 3 | 4 Holiday | 5 | 6 3rd Workday | 7 Print Aug. Reports | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 Run Reports | 16 Print Aug. Reports |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 Run Reports |

## OCT

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| 1 Print August Reports | | 3 | 4 3rd Workday | 5 Print Sept. Reports | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 Run Reports | 16 Print Sept. Reports | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 Run Reports | | | | |

## NOV

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | | | 1 Print Sept. Reports | 2 | 3 3rd Workday | 4 Print Oct. Reports |
| 5 | 6 | 7 | 8 | 9 | 10 Holiday | 11 |
| 12 | 13 | 14 | 15 Run Reports | 16 Print Oct. Reports | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 Holiday | 24 Holiday | 25 |
| 26 | 27 | 28 | 29 | 30 Run Reports | | |

## DEC

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|---|---|---|---|---|---|
| | | | | | 1 Print October Reports | 2 |
| 3 | 4 | 5 3rd Workday | 6 Print Nov. Reports | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 Run Reports | 16 Print Nov. Reports |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 Holiday | 26 | 27 | 28 | 29 | 30 |
| 31 Run Reports | | | | | | |

**3rd Workday Reports**
MHS206   MHS696
PSP117   PSP131
**Site Specific Only:**
MHS854   MHS855   PSP104

**15th Day Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855

**Last Day Of Each Month Reports**
PSP131
**Site Specific Only:**
MHS854
MHS855