2012 MHS MONTHLY REPORT CALENDAR
►►►►► ALL SERVICE INPUT MUST BE COMPLETED BY 6PM ON THE 3RD WORKDAY! ◄◄◄◄◄

January (Jan)

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

February (FEB)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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 Jan. Reports	16 Print Jan. Reports	17	18
19	20 HOLIDAY	21	22	23	24	25
26	27	28	29 Run Jan. Reports			

March (Mar)

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

April (APR)

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

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

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

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

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MAY

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

JUN

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

JUL

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

AUG

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

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2 0 1 2 MHS Monthly Report Calendar
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SEPT

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

OCT

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

NOV

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

Dec

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

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