

2023 MHS MONTHLY REPORT CALENDAR

▶▶▶▶▶ ALL SERVICE INPUT MUST BE COMPLETED BY 6PM ON THE 3RD WORKDAY! ◀◀◀◀◀

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Print Nov. Reports	2 HOLIDAY	3	4	5 3rd Workday	6 Print Dec. Reports	7
8	9 Run MHS696	10	11	12	13	14
15 Run Dec Reports	16 HOLIDAY	17 Print Dec Reports	18	19	20	21
22	23	24	25	26	27	28
29	30	31 Run Dec. Reports				Jan

Sun	Mon	Tue	Wed	Thu	Fri	Sat
FEB			1 Print Dec. Reports	2	3 3rd Workday	4 Print Jan. Reports
5	6	7 Run MHS696	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 Run Jan. Reports				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Mar			1 Print Jan. Reports	2	3 3rd Workday	4 Print Feb. Reports
5	6	7 Run MHS696	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	

Sun	Mon	Tue	Wed	Thu	Fri	Sat
APR						1 Print Feb. Reports
2	3	4	5 3rd Workday	6 Print March Reports	7 Run MHS696	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 PSP117
 PSP131
Site Specific Only: MHS854 , MHS855

5th Workday
 MHS696

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

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

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Print Mar. Reports	2	3 3rd Workday	4 Print April Reports	5 Run MHS696	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	29 HOLIDAY	30	31 Run April Reports			


Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Print Apr. Reports	2	3
4	5 3rd Workday	6 Print May Reports	7 Run MHS696	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	


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 Run MHS696	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					

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Print June Reports	2	3 3rd Workday	4 Print July Reports	5
6	7 Run MHS696	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		

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


 **5th Workday**
MHS696

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Print July Reports	2
3	4 HOLIDAY	5	6 3rd Workday	7 Print Aug Reports	8 Run MHS696	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


Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Print Aug. Reports	2	3	4 3rd Workday	5 Print Sep. Reports	6 Run MHS696	7
8	9	10	11	12	13	14
15 Run Sep. Reports	16 Print Sep. Reports	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 Run Sep. Reports				


Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Print Sep. Reports	2	3 3rd Workday	4 Print Oct. Reports
5	6	7 Run MHS696	8	9	10 HOLIDAY	11
12	13	14	15 Run Oct. Reports	16 Print Oct. Reports	17	18
19	20	21	22	23 HOLIDAY	24 HOLIDAY	25
26	27	28	29	30 Run Oct. Reports		

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Print Oct. Reports	2
3	4	5 3rd Workday	6 Print Nov. Reports	7 Run MHS696	8	9
10	11	12	13	14	15 Print 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						

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