

# 2021 MHS MONTHLY REPORT CALENDAR

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

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

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

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

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>APR</b>				1 Print Feb. Reports	2	3
4	5 3rd Workday	6 Print Mar. 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	4	5 <i>3rd Workday</i>	6 Print April Reports	7 Run MHS696	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
30	31 HOLIDAY	Run April Reports				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Print Apr. Reports	2	3 <i>3rd Workday</i>	4 Print May Reports	5
6	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	5 HOLIDAY	6 <i>3rd Workday</i>	7 Print June Reports	8 Run MHS696	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

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 	2 Print June Reports	3	4 <i>3rd Workday</i>	5 Print July Reports	6 Run MHS696	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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MHS206 PSP117  
PSP131  
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**5th Workday**  
MHS696


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

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

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MHS696

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