

60 Day Invoice Deadline

The Hamilton County Department of Job & Family Services (HCJFS) policy does not allow payment of invoices for contracts received after 60 calendar days from the end of the service or good delivery month. Invoices received after the 60th day will not be paid, unless the provider can prove the delay was the cause of HCJFS. There is a specific Accounts Payable process staff follows for receiving approval on invoices received outside of the 60 day timeframes. This does not apply to IV-D or Day Care services purchased by HCJFS.

The table below lists the service month and the final invoice due date. Dates that occur on a weekend or holiday were carried over to the next working day.

SERVICE MONTH	INVOICE DUE DATE
January 2011	March 30, 2011
February 2011	April 30, 2011
March 2011	June 1, 2011
April 2011	June 30, 2011
May 2011	July 31, 2011
June 2011	August 31, 2011
July 2011	September 29, 2011
August 2011	October 30, 2011
September 2011	November 30, 2011
October 2011	December 30, 2011
November 2011	January 31, 2012
December 2011	March 1, 2012
January 2012	April 1, 2012
February 2012	April 29, 2012
March 2012	June 1, 2012
April 2012	June 29, 2012
May 2012	July 30, 2012
June 2012	August 30, 2012
July 2012	September 29, 2012
August 2012	November 1, 2012
September 2012	November 29, 2012
October 2012	December 30, 2012
November 2012	January 31, 2013
December 2012	March 1, 2013