

## 2026 CDS BI-WEEKLY PAYROLL SCHEDULE

All time submissions and approval of service delivery are due at the end of each pay period - Every other Monday.

The due date remains Monday if it is a Holiday. **Reference dates listed below**

Payday is every other Friday. If Friday is a Holiday, payday will be on Thursday.

Check #	Pay Period		Visit Maintenance/ Timesheet/ Vesta Approval	Pay Date
	Start	End	(Due Noon)	
1	12/7/2025	12/20/2025	12/22/2025	1/2/2026
2	12/21/2025	1/3/2026	1/5/2026	1/16/2026
3	1/4/2026	1/17/2026	1/19/2026	1/30/2026
4	1/18/2026	1/31/2026	2/2/2026	2/13/2026
5	2/1/2026	2/14/2026	2/16/2026	2/27/2026
6	2/15/2026	2/28/2026	3/2/2026	3/13/2026
7	3/1/2026	3/14/2026	3/16/2026	3/27/2026
8	3/15/2026	3/28/2026	3/30/2026	4/10/2026
9	3/29/2026	4/11/2026	4/13/2026	4/24/2026
10	4/12/2026	4/25/2026	4/27/2026	5/8/2026
11	4/26/2026	5/9/2026	5/11/2026	5/22/2026
12	5/10/2026	5/23/2026	5/25/2026	6/5/2026
13	5/24/2026	6/6/2026	6/8/2026	6/19/2026
14	6/7/2026	6/20/2026	6/22/2026	<b>7/2/2026</b>
15	6/21/2026	7/4/2026	7/6/2026	7/17/2026
16	7/5/2026	7/18/2026	7/20/2026	7/31/2026
17	7/19/2026	8/1/2026	8/3/2026	8/14/2026
18	8/2/2026	8/15/2026	8/17/2026	8/28/2026
19	8/16/2026	8/29/2026	8/31/2026	9/11/2026
20	8/30/2026	9/12/2026	9/14/2026	9/25/2026
21	9/13/2026	9/26/2026	9/28/2026	10/9/2026
22	9/27/2026	10/10/2026	10/12/2026	10/23/2026
23	10/11/2026	10/24/2026	10/26/2026	11/6/2026
24	10/25/2026	11/7/2026	11/9/2026	11/20/2026
25	11/8/2026	11/21/2026	11/23/2026	12/4/2026
26	11/22/2026	12/5/2026	12/7/2026	12/18/2026
27	12/6/2026	12/19/2026	12/21/2026	<b>12/31/2026</b>
2027 - #1	12/20/2026	1/2/2027	1/4/2027	1/15/2027
2027 - #2	1/3/2027	1/16/2027	1/18/2027	1/29/2027
2027 - #3	1/17/2027	1/30/2027	2/1/2027	2/12/2027

## EVV TIME SUBMISSION DEADLINES

EVV Option 1 Employers: Visit maintenance & Approvals due by 12:00 pm on Monday Vesta CDV <https://cdv.vestaevv.com/#/login>

EVV Option 2 & 3 Employers: Submission of Timesheets due by 12:00 pm on Monday

\* Timesheets, Visit Maintenance Requests and Vesta Approvals can be submitted on Sunday - the day before the deadline but no later than 12pm Mondays as shown above to be considered on time.

\*\* Non-EVV Timesheets, Visit Maintenance Requests and Vesta Approvals older than 2 weeks MAY NOT be processed due to billing deadlines.

**All CDS Employees must use an EVV method for clocking in & out when providing EVV-Required Services**

**No hours should be submitted during which time a client is hospitalized or in school.**

## CONTACT HRA

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