



MO SDS Payment Schedule Effective May 2025

To ensure that your employees and/or service providers are always paid on time, please ensure your employee's time is entered and approved online by the due date, even if it falls on a weekend or holiday. These dates are strictly enforced. Any time that is approved after the due date or payment requests received after that date will be processed for the following payment period.

Be sure to have all hours entered and approved by the "Submissions Due NO Later Than" date. To access the DCI Employer and Employee Portal, go to: <http://acumen.dcisoftware.com>

If you would like to attend a webinar on how to use either the Mobile App or online Web Time Entry portal, visit www.acumenfiscalagent.com and click on the Events tab. If you have any questions or concerns, contact our Customer Call Center at 866-414-2541.

“MONTH” refers to the month that services were provided.	MONTH	Payment Period Start Date - End Date	Submissions Due NO Later Than	Direct Deposit/Check Date	“Direct Deposit/ Check Date” shows the date that payment will be issued. For those payees that have selected direct deposit or pay card, this is also the date that funds will be available in their accounts.
“Payment Period End Date” is the last day of services in the pay period.	MAY	05/04/25 - 05/17/25	Mon., 5/19/25	Fri., 5/30/25	
		05/18/25 - 05/31/25	Mon., 6/2/25	Fri., 6/13/25	
	JUNE	06/01/25 - 06/14/25	Mon., 6/16/25	Fri., 6/27/25	
		06/15/25 - 06/28/25	Mon., 6/30/25	Fri., 7/11/25	
	JULY	06/29/25 - 07/12/25	Mon., 7/14/25	Fri., 7/25/25	
		07/13/25 - 07/26/25	Mon., 7/28/25	Fri., 8/8/25	
	AUGUST	07/27/25 - 08/09/25	Mon., 8/11/25	Fri., 8/22/25	
		08/10/25 - 08/23/25	Mon., 8/25/25	Fri., 9/5/25	
	SEPTEMBER	08/24/25 - 09/06/25	Mon., 9/8/25	Fri., 9/19/25	
		09/07/25 - 09/20/25	Mon., 9/22/25	Fri., 10/3/25	
	OCTOBER	09/21/25 - 10/04/25	Mon., 10/6/25	Fri., 10/17/25	
		10/05/25 - 10/18/25	Mon., 10/20/25	Fri., 10/31/25	
	NOVEMBER	10/19/25 - 11/01/25	Mon., 11/3/25	Fri., 11/14/25	
		11/02/25 - 11/15/25	Mon., 11/17/25	Fri., 11/28/25	
		11/16/25 - 11/29/25	Mon., 12/1/25	Fri., 12/12/25	
	DECEMBER	11/30/25 - 12/13/25	Mon., 12/15/25	Fri., 12/26/25	
		12/14/25 - 12/27/25	Mon., 12/29/25	Fri., 1/9/26	
	JANUARY	12/28/25 - 01/10/26	Mon., 1/12/26	Fri., 1/23/26	
		01/11/26 - 01/24/26	Mon., 1/26/26	Fri., 2/6/26	
	FEBRUARY	01/25/26 - 02/07/26	Mon., 2/9/26	Fri., 2/20/26	
		02/08/26 - 02/21/26	Mon., 2/23/26	Fri., 3/6/26	
	MARCH	02/22/26 - 03/07/26	Mon., 3/9/26	Fri., 3/20/26	
		03/08/26 - 03/21/26	Mon., 3/23/26	Fri., 4/3/26	
	APRIL	03/22/26 - 04/04/26	Mon., 4/6/26	Fri., 4/17/26	
		04/05/26 - 04/18/26	Mon., 4/20/26	Fri., 5/1/26	
	MAY	04/19/26 - 05/02/26	Mon., 5/4/26	Fri., 5/15/26	
		05/03/26 - 05/16/26	Mon., 5/18/26	Fri., 5/29/26	
		05/17/26 - 05/30/26	Mon., 6/1/26	Fri., 6/12/26	
	JUNE	05/31/26 - 06/13/26	Mon., 6/15/26	Fri., 6/26/26	

"Submissions Due NO Later Than" is the last date that your employee's time can be approved and your vendor payment requests can be submitted, for the pay period in order to be paid as scheduled.

Please share this schedule with your employees and keep a copy in a safe place for easy reference.