



NV PD Waiver Employee Payroll Schedule Effective March 1, 2025

To ensure that your employees are always paid on time, please approve and submit all time entries by the due date, **even if it falls on a weekend or holiday**. These dates are strictly enforced. Any time submissions approved and/or received after the due date will be processed in the following payment period.

To comply with electronic visit verification (E.V.V.), employees must use the DCI mobile app to clock in and out of their shifts in real time, using a web enabled smartphone or tablet. To get started, employees should go to their Google Play Store or Apple App Store and install the free app called "DCI Mobile EVV." For help getting set up, please call your local Acumen Agent.

Be sure to have all hours submitted, corrected (if applicable) and approved by the "Submissions Due NO Later Than" date. Employers should always log into their DCI employer portal on these dates to ensure all employee entries are approved timely. To access the Employee and Employer DCI Portal, go to:

<https://acumen.dcisoftware.com>

If you need help after normal business hours, contact Customer Service at (833) 892-0412.

Payment Period Start Date	Payment Period End Date	Submissions Due NO Later Than	Direct Deposit/Check Date
03/01/25	03/15/25	Mon, 03/17/25	Fri, 03/21/25
03/16/25	03/29/25	Mon, 03/31/25	Fri, 04/04/25
03/30/25	04/12/25	Mon, 04/14/25	Fri, 04/18/25
04/13/25	04/26/25	Mon, 04/28/25	Fri, 05/02/25
04/27/25	05/10/25	Mon, 05/12/25	Fri, 05/16/25
05/11/25	05/24/25	Mon, 05/26/25	Fri, 05/30/25
05/25/25	06/07/25	Mon, 06/09/25	Fri, 06/13/25
06/08/25	06/21/25	Mon, 06/23/25	Fri, 06/27/25
06/22/25	07/05/25	Mon, 07/07/25	Fri, 07/11/25
07/06/25	07/19/25	Mon, 07/21/25	Fri, 07/25/25
07/20/25	08/02/25	Mon, 08/04/25	Fri, 08/08/25
08/03/25	08/16/25	Mon, 08/18/25	Fri, 08/22/25
08/17/25	08/30/25	Mon, 09/01/25	Fri, 09/05/25

"Payment Period End Date" is the last day of services in the pay period.

"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.

"Submissions Due NO Later Than" is the last date that your timesheets can be received or that your DCI time entries can be entered and approved for the pay period.

Please share this schedule with your employees and keep a copy in a safe place for easy reference. New pay schedules are usually created near the end of June for the following fiscal year and can be found on the Nevada page of Acumen's website, under the PD Waiver section: <https://www.acumenfiscalagent.com/state/nevada/>

EMAIL: Payroll-NV@acumen2.net

CUSTOMER SERVICE: 1(833) 892-0412