



Important Dates for Participants and Workers

Please review the dates below based on when **both** the participant and worker completed enrollment.

✓ If Enrollment Completed Prior to 10/30/2025

Date	Activity	Important Notes
11/01	1st pay period with Palco begins	
11/03	Timesheets due to PPL for time worked before 10/31	Last PPL pay day is 11/12
11/03	First timesheets due to Palco	Palco will process all timesheets going forward
11/12	First pay day with Palco	For dates of service 11/01–11/02
12/15	Last day to submit late timesheets to PPL	PPL will not process any timesheets after 12/15

✓ If Enrollment Completed 10/31/2025 - 11/30/2025

Date	Activity	Important Notes
12/01	1st pay period with Palco begins	
12/01	Timesheets due to PPL for time worked before 11/30	Last PPL pay day is 12/10
12/15	First timesheets due to Palco	Palco will process all timesheets going forward
12/24	First pay day with Palco	For dates of service 12/01–12/14
12/15	Last day to submit late timesheets to PPL	PPL will not process any timesheets after 12/15

✓ If Enrollment Completed after 12/1/2025

Date	Activity	Important Notes
12/15	1st pay period with Palco begins	
12/15	Timesheets due to PPL for time worked before 12/14	Last PPL pay day is 12/24
12/29	First timesheets due to Palco	Palco will process all timesheets going forward
01/07	First pay day with Palco	For dates of service 12/15–12/28
12/15	Last day to submit late timesheets to PPL	PPL will not process any timesheets after 12/15

✓ Action Steps for Everyone:

- Submit all timesheets to the correct provider by the deadlines.
- After your transition date, Palco will process all timesheets.
- Ensure late timesheets are submitted to PPL no later than 12/15.
- Please visit <https://palcofirst.com/wp-content/uploads/2025/10/PPP-Palco-Transition-FAQ-1.pdf> for our FAQs.

Customer Support Toll-Free: 1-877-710-0457

Local Number: 732-351-4804

Email: Support_NJ@palcofirst.com

Fax: 1-877-859-8757

www.palcofirst.com