



2022 Small Group Account Management Due Dates

Due Dates for:	Plan Change at Renewal		Anniversary Date Change		Off-Cycle Plan Change	
	1 st of Month	15 th of Month	1 st of Month	15 th of Month	1 st of Month	15 th of Month
January	12/2/2021	12/16/2021	12/2/2021	12/16/2021	11/2/2021	11/16/2021
February	1/3/2022	1/17/2022	1/3/2022	1/17/2022	12/3/2021	12/17/2021
March	1/31/2022	2/14/2022	1/31/2022	2/14/2022	1/3/2022	1/14/2022
April	3/2/2022	3/16/2022	3/2/2022	3/16/2022	1/31/2022	2/14/2022
May	4/1/2022	4/15/2022	4/1/2022	4/15/2022	3/2/2022	3/16/2022
June	5/2/2022	5/16/2022	5/2/2022	5/16/2022	4/4/2022	4/18/2022
July	6/1/2022	6/15/2022	6/1/2022	6/15/2022	5/2/2022	5/16/2022
August	7/5/2022	7/18/2022	7/5/2022	7/18/2022	6/2/2022	6/16/2022
September	8/2/2022	8/16/2022	8/2/2022	8/16/2022	7/5/2022	7/18/2022
October	9/1/2022	9/15/2022	9/1/2022	9/15/2022	8/2/2022	8/16/2022
November	10/3/2022	10/17/2022	10/3/2022	10/17/2022	9/2/2022	9/16/2022
December	11/1/2022	11/15/2022	11/1/2022	11/15/2022	10/3/2022	10/17/2022

2022 Small Group Account Management

Off-Cycle Plan Changes

Current Plan Effective Date	New Effective Dates											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
January	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
February	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
March	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
April	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
May	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
June	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
July	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
August	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
September	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed
October	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed	No Plan Change Allowed
November	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date	No Plan Change Allowed
December	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	No Plan Change Allowed	Anniversary Date

● Plan Change Allowed

● No Plan Change Allowed

● Anniversary Date



A Benefit Plan Selection (BPS) form is required for **off-cycle** plan changes. We must receive the BPS **60-days** before the requested effective date. If you have questions about deadlines, please email the Small Group Account Management team (ILSGAM) at ILSGAM@bcbsil.com or call us at **855-649-9653**.

Composite-rated groups can't make off-cycle plan changes. Instead, they have the option to request an **Anniversary Date (AD)** change. This will change their rates, plans, and renewal date. If a group requests an AD change, quoted composite rates are not final until we have processed their paperwork. This doesn't apply to groups that change to composite rates at the time of their renewal, or to groups that are only adding a dental plan off-cycle.



Questions? Reach us at 855-649-9653 or ILSGAM@bcbsil.com

All dates are subject to change. Please review *News from the Blues for ProducersSM* and renewal information for revisions. Use Off-Cycle Plan Change Chart to determine effective date eligibility.