



2026 Small Group Account Management Paperwork Deadlines

Due Dates for:	ACA Metallic Fully Insured/ Grandfathered		Blue Balance Funded SM ASO	Anniversary Date/ Off-Cycle Plan Changes		Billing Cycle Change	
	1st of Month	15th of Month	1st of Month	1st of Month	15th of Month	1st of Month	15th of Month
January	Dec. 17	Dec. 31	Dec. 2	Dec. 2	Dec. 16	Nov. 3	Nov. 17
February	Jan. 16	Feb. 2	Jan. 2	Jan. 2	Jan. 16	Dec. 3	Dec. 17
March	Feb. 16	Mar. 2	Jan. 30	Jan. 30	Feb. 13	Dec. 31	Jan. 14
April	Mar. 17	Mar. 31	Mar. 2	Mar. 2	Mar. 16	Feb. 2	Feb. 16
May	Apr. 16	Apr. 30	Apr. 1	Apr. 1	Apr. 15	Mar. 2	Mar. 16
June	May 18	Jun. 1	May 4	May 4	May 18	Apr. 2	Apr. 16
July	Jun. 16	Jun. 30	Jun. 1	Jun. 1	Jun. 15	May 4	May 18
August	Jul. 17	Jul. 31	Jul. 2	Jul. 2	Jul. 16	Jun. 2	Jun. 16
September	Aug. 17	Aug. 31	Aug. 3	Aug. 3	Aug. 17	Jul. 2	Jul. 17
October	Sept. 16	Sept. 30	Sept. 1	Sept. 1	Sept. 15	Aug. 3	Aug. 17
November	Oct. 19	Nov. 2	Oct. 2	Oct. 2	Oct. 16	Sept. 2	Sept. 16
December	Nov. 16	Nov. 30	Nov. 2	Nov. 2	Nov. 16	Oct. 2	Oct. 16

2026 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											
February		Anniversary Date										
March			Anniversary Date									
April				Anniversary Date								
May					Anniversary Date							
June						Anniversary Date						
July							Anniversary Date					
August								Anniversary Date				
September									Anniversary Date			
October										Anniversary Date		
November											Anniversary Date	
December												Anniversary Date

● Plan Change Allowed

● No Plan Change Allowed

● Anniversary Date



A Benefit Plan Application for Amendment form is required for **off-cycle** plan changes. In most cases, we must receive it **30-days** before the requested effective date; however, paperwork is required **60-days** before the effective date for **billing cycle** changes.

Composite-rated groups can't make off-cycle plan changes. Instead, they have the option to request an **Anniversary Date** 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.



Questions? Please email the Small Group Account Management team at okmarketingoperations@bcbsok.com or call us at 800-722-4890.

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.