

CDS in Texas Bi-Weekly 2026 Payroll Schedule

All time submissions and approval of service delivery are due at the end of each pay period - Every other Monday.

The due date remains Monday if it is a Holiday. Reference dates listed below

Payday is every other Friday. If Friday is a Holiday, payday will be on Thursday.

Pay Period	Pay Period Dates		Due	Pay Date
1	12/7/2025	12/20/2025	12/22/2025	01/02/2026
2	12/21/2025	01/03/2026	01/05/2026	01/16/2026
3	01/04/2026	01/17/2026	01/19/2026	01/30/2026
4	01/18/2026	01/31/2026	02/02/2026	02/13/2026
5	02/01/2026	02/14/2026	02/16/2026	02/27/2026
6	02/15/2026	02/28/2026	03/02/2026	03/13/2026
7	03/01/2026	03/14/2026	03/16/2026	03/27/2026
8	03/15/2026	03/28/2026	03/30/2026	04/10/2026
9	03/29/2026	04/11/2026	04/13/2026	04/24/2026
10	04/12/2026	04/25/2026	04/27/2026	05/08/2026
11	04/26/2026	05/09/2026	05/11/2026	05/22/2026
12	05/10/2026	05/23/2026	05/25/2026	06/05/2026
13	05/24/2026	06/06/2026	06/08/2026	06/19/2026
14	06/07/2026	06/20/2026	06/22/2026	07/02/2026
15	06/21/2026	07/04/2026	07/06/2026	07/17/2026
16	07/05/2026	07/18/2026	07/20/2026	07/31/2026
17	07/19/2026	08/01/2026	08/03/2026	08/14/2026
18	08/02/2026	08/15/2026	08/17/2026	08/28/2026
19	08/16/2026	08/29/2026	08/31/2026	09/11/2026
20	08/30/2026	09/12/2026	09/14/2026	09/25/2026
21	09/13/2026	09/26/2026	09/28/2026	10/09/2026
22	09/27/2026	10/10/2026	10/12/2026	10/23/2026
23	10/11/2026	10/24/2026	10/26/2026	11/06/2026
24	10/25/2026	11/07/2026	11/09/2026	11/20/2026
25	11/08/2026	11/21/2026	11/23/2026	12/04/2026
26	11/22/2026	12/05/2026	12/07/2026	12/18/2026
1	12/06/2026	12/19/2026	12/21/2026	12/31/2026
2	12/20/2026	01/02/2027	01/04/2027	01/15/2027

EVV Time Submission Deadlines

EVV Option 1 Employers: Visit maintenance & Approvals due by **5:00 pm on Monday** - Vesta CDV <https://cdv.vestaevv.com/#/login>

EVV Option 2 & 3 Employers: Approval of Service Delivery (timesheets) due by **5:00 pm on Monday**

All CDS Employees must use an EVV method to clocking in & out when providing EVV-Required Services

Guidance on ways to submit service delivery logs & required documentation (timesheets)

Upload Online: <https://dsswtx.jotform.com/220174908128051> **Scan and Email:** cds@cdsintexas.com

Use one of the methods above to submit the following:

* Approval of service delivery (timesheets) for EVV Opt 2/3 Employers-verifies services provided and hours worked

* Service delivery logs (timesheets) for non-EVV services

* Documentation of tasks performed / Written narratives for HCS and TXHML

For EVV-Required Services, CDS Employees must clock in/out in the EVV System, using an EVV method

Contact CDS

Payroll, Service Advisor, and General Questions: customersupport@cdsintexas.com | (210) 798-3779 ext.0

Supply Reimbursements: accountspayable@cdsintexas.com

Fax: Toll Free (877)726-4910 **Local** (210) 785-3470 **Alternate** (866) 301-1182 | (866) 462-6671 | (877) 812-378

Know your rights! Visit our website for a complete copy of your rights or request it from your Service Advisor.

Complaints

It is your right to register a complaint if you are dissatisfied with the service you receive. To do so, visit <https://www.hhs.texas.gov/services/your-rights/complaint-incident-intake> or call 1-800-458-9858.

Abuse - Neglect - Exploitation

We all have a responsibility to report abuse, neglect, or exploitation. If an emergency, call 911. To report online, go to: <https://www.txabusehotline.org/Login/Default.aspx>. To report by phone, call the Texas Abuse Hotline at 1-800-252-5400.

Fraud - Waste - Abuse

You can report suspected fraud, waste, or abuse in Texas Health and Human Services Programs by filling out a report at: <https://oig.hhs.state.tx.us/wafrep/>.

To report by phone, call the Texas Office of Inspector General at 1-800-436-6184.

Visit our website for more information and to access forms: www.cdsintexas.com