



Feidhmeannacht na Seirbhíse Sláinte, Seirbhís Aisíocaíochta Cúraim Phríomhúil
Plás J5, Lárionad Gnó na Páirce Thuaidh, Bealach Amach 5, M50
An Bóthar Thuaidh, Fionnghlas, Baile Átha Cliath 11, D11 PXT0
Fón: (01) 864 7100 Facs: (01) 834 3589

Health Service Executive, Primary Care Reimbursement Service
J5 Plaza, North Park Business Park, Exit 5, M50
North Road, Finglas, Dublin 11, D11 PXT0
Tel: (01) 864 7100 Fax: (01) 834 3589

Circular 15/25

10th November 2025

Dear Contractor,

I wish to advise you of the arrangements for the submission of claims under the Dental Treatment Services Scheme for December 2025.

Manual claims received at the Primary Care Reimbursement Services up to 5pm on Friday 12th December 2025, will be processed for payment in January 2026. Claims received later than the 12th December 2025, will be processed and paid on the second Thursday in February 2026.

The schedule for Online submission remains the same, claims submitted electronically up to 31st December 2025 will be included in the payment for January 2026. Claims submitted electronically after 31st December 2025 will be included in the payment in February 2026.

A dedicated online facility is now available for all Dental Contractors to submit their claims online for expeditious processing and reimbursement. Benefits of the Online Facility for DTSS Contractors include:

- Real-time confirmation of acceptance of claims and inputting from dental practice directly on to the national claims & payments system.
- Ability to send an approval request to your Principal Dental Surgeon online.
- The online facility eliminates rejections and reduces the need to query payments.
- Extension of claim submission time-period, enabling participating contractors to submit their claims up to the end of the month.
- Access to comprehensive reports detailing claims processed for payment.

Should you have any queries in relation to these submission arrangements, please contact the Primary Care Reimbursement Service - Dental Unit, where access to the online system can be arranged within a couple of days.

I would like to take this opportunity, on behalf of the PCRS, to wish you, your staff and family, a very happy Christmas and a happy New Year, and thank you for your co-operation with us throughout the year.

Yours sincerely,

Shaun Flanagan
Assistant National Director,
Primary Care Eligibility & Reimbursement Service