## COOMBS COMPASSIONATE HOME CARE AGENCY INC. TIMESHEET CELL PHONE USE IS PERMITTED IN THE CLIENT'S HOME FOR EMERGENCIES ONLY

HSW: \_\_\_\_\_(print)

CLIENT: (print)

## PERIOD WORKED: Dec 15-28, 2024

| DATE         | SHIFT #1<br>START  | SHIFT #1<br>END  | SHIFT #2<br>START   | SHIFT #2<br>END   | SHIFT # 3<br>START   | SHIFT # 3<br>END   | HOURS<br>WORKED   |
|--------------|--|--|---|---|--|--|---|
| 15           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 16           | □am<br>□pm   | ⊐am<br>⊐pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 17           | □am<br>□pm   | ⊐am<br>⊐pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 18           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 19           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 20           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| Saturday 21  | ⊐am<br>⊐pm   | ⊐am<br>⊐pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
|              |  |  |   |   |  | TOTAL<br>HOURS WK #1   |   |
| 22           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | □am<br>□pm   |  |   |
| 23           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 24           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | □am<br>□pm   |  |   |
| 25<br>(STAT) | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | □am<br>□pm   |  |   |
| 26           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | □am<br>□pm   |  |   |
| 27           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
| 28           | □am<br>□pm   | □am<br>□pm   | □am<br>□pm  | □am<br>□pm  | ⊐am<br>⊐pm   |  |   |
|              |  |  |   |   |  | TOTAL<br>HOURS WK #2   |   |
|              | 15<br>16<br>17<br>18<br>19<br>20<br>21<br>21<br>22<br>23<br>24<br>23<br>24<br>25<br>(STAT)<br>26<br>27 | 15 Imm   15 Imm   16 Imm   17 Imm   18 Imm   19 Imm   20 Imm   21 Imm   22 Imm   23 Imm   24 Imm   25 Imm   26 Imm   27 Imm   28 Imm | START   END     15   Image: I | START   END   START     15   am   am   am   am     16   am   am   am   am     17   am   am   am   am     17   am   am   am   am     18   am   am   am   am     19   am   am   am   am     20   am   am   am   am     21   am   am   am   am     22   am   am   am   am     23   am   am   am   am     24   am   am   am   am     25   am   am   am   am     26   am   am   am   am     27   am   am   am   am     26   am   am   am   am     37   am   am   am   am     38   am | STARTENDSTARTEND15 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 16 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 17 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 18 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 19 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 20 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 21 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 23 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 24 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 25<br>(STAT) $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 26 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 27 $aam$<br>$pm$ $aam$<br>$pm$ $aam$<br>$pm$ 28 $aam$ $aam$<br>$pm$ $aam$<br>$pm$ | STARTENDSTARTENDSTART15 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm16 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm17 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm18 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm20 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm21 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm22 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm23 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm24 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm25<br>(STAT) $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm26 $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm $\Box$ am<br>$\Box$ pm28 $\Box$ am $\Box$ am<br>$\Box$ am $\Box$ am<br>$\Box$ am $\Box$ am<br>$\Box$ am | START   END   START   END   START   END   START   END     15   Cam   Ca |

## CLIENT'S SIGNATURE:

I certify that I have worked the hours listed during this pay period.

HSW'S SIGNATURE:\_\_\_\_\_\_ SUPERVISOR'S SIGNATURE:\_\_\_\_\_\_

One timesheet per client. Record only actual hours worked each day. Email, fax, or deliver your timesheets on the Sunday following the end of the pay period. Timesheet's received after Monday will result in a delay in pay.

## TIMESHEETS MUST BE SIGNED BY THE CLIENT AND HSW.

EMAIL: Timesheets@coombshomecare.com FAX: 594-2062

OFFICE ONLY: Client #1 hrs: \_\_\_\_\_ Client #2 hrs: \_\_\_\_\_ Client #3 hrs: \_\_\_\_\_ Client #4 hrs: \_\_\_\_\_

Total hours: \_\_\_\_\_

D.D./CHQ. #