

Example

## Personal Care Service - Companions Home Helpers Time Sheet/Details of Activity

write when you get in until 12am on the day you go in.

Consumer Name Jason Schwartzman

Employee Name Jennifer Lopez

When you leave you work to when you leave

Week Ending 8/3/2007

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Date	7-28	7-29	-	-	8-1	8-2	8-3
Time In	12 am pm	12 am pm	am pm	am pm	5 am pm	12 am pm	12 am pm
Time Out	12 am pm	9 am pm	am pm	am pm	12 am pm	12 am pm	12 am pm
Hours Worked	live-in	live-in			live-in	live-in	live-in
ADLs Bathing	/	/				/	/
ADLs Dressing	/	/				/	/
ADLs Eating/Feeding	/	/			/	/	/
ADLs Grooming							
ADLs Mobility/Walking	/	/			/	/	/
ADLs Toileting/Bowel and bladder care							
ADLs Transferring							
IADLs self medication administration							
IADLs Housekeeping	/	/			/	/	/
IADLs Laundry	/	/				/	/
IADLs Meal Preparation/Planning	/	/				/	/
IADLs Shopping							
Other Accompany to appointments							
Other Conversation	/	/			/	/	/
Other Errands							
Other Mail/Correspondence							
Other Telephone use							

All days must be signed

Consumer Signature (handwritten signatures for each day)

Employee Signature Jennifer Lopez  
Agency Supervisor Signature Christina Hernandez

Date 8-5-7  
Date 8-12-7