

# NSW HOME CARE

## Staff Timesheet

Fax: (02) 9764 1610



# Global

Disability & Health Care Services

Suite 5, Level 3  
Strathfield Plaza  
STRATHFIELD  
NSW 2135

Tel: 1800 009 292

**IMPORTANT NOTE: Timesheets MUST be received by 5.00 PM Monday after worked period**

Week Commencing: Monday / / 2011

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Please Print

Please use 24 hour clock time below

Day	Date	Day (eg Mon)	Client	Start Time	Finish Time	Hours	Clients Signature
1	/ /11						
2	/ /11						
3	/ /11						
4	/ /11						
5	/ /11						
6	/ /11						
7	/ /11						
8	/ /11						
9	/ /11						
10	/ /11						
11	/ /11						
12	/ /11						
13	/ /11						
14	/ /11						
15	/ /11						

### Next Fortnight's Availability & Pre-Booked shifts

Week One / /2011

Week Two / /2011

	AM	PM	Night		AM	PM	Night
Mon				Please ensure you list your: * availability and, * pre-booked & self booked shifts in the boxes provided	Mon		
Tues					Tues		
Wed					Wed		
Thurs					Thurs		
Fri					Fri		
Sat					Sat		
Sun					Sun		