Trinity In-Home Care
2201 W. 25th St. Suite Q. Lawrence, KS 66047
Phone: (785)842-3159 Fax: (785)842-7061

Print Employee's Full Name:

Printed Client's Full Name:

Date	Circle AM/PM **Time In**	Circle AM/PM **Time Out**	**Total Hours**	Service Codes	Client Initials
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
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/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
/ / 2012	AM/PM	AM/PM			
	Total Hours:				

I hereby confirm that the information represented here is correct:

Employee's Signature:

Client/Responsible Party's Signature:

Codes:

A - Administrative
B - Bathing/Showering
BS - Bathroom Support
CA - Community Activity
C - Companionship
D - Dressing
E/F - Exercise and Fittness
G/H - Grooming & Hygiene
HK - Housekeeping
MA - Meal Assistance
MD - Medication Reminders
M - Mobility Assistance/Transfer
MM - Money Management
O - Overnight Care
S - BehaviorSupport
S/E - Shopping/Errands
SS - Social Skills
SV - Supervision
T - Transportation
Z - Other_____

Timesheets are due on the 1st and 16th of each month!