



3 Triad Center, Salt Lake City UT 84180-1200
 National: 800-352-5130
 Fax: 801-579-3715

CAREGIVER TIME RECORD

USE BLACK INK

| | | | | | | | | | | | | | | |
|-----------------------|------------------------|----------|----------|----------|---------|---------------|----------------|----------|---------|----------|-------------|----------|---------|----------|
| CLIENT NAME | | | POLICY # | | | | CAREGIVER NAME | | | | HOURLY RATE | | | |
| John Doe | | | 2985762 | | | | Nurse Nancy | | | | \$8.50/hr | | | |
| CLIENT SIGNATURE | | | | | | APPROVAL DATE | | | | | | | | |
| | | | | | | 8/31/07 | | | | | | | | |
| DATE | 9/02/07 | | 9/03/07 | | 9/04/07 | | 9/05/07 | | 9/06/07 | | 9/07/07 | | 9/08/07 | |
| WEEKDAY | SUN | | MON | | TUES | | WED | | THUR | | FRI | | SAT | |
| BEGIN at 12:00 AM | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm |
| TIME IN | 8 | am | 8 | am | 5 | pm | 8 | am | 9 | am | 8 | am | | |
| TIME OUT | 12 | pm | 12 | pm | 7 | pm | 10 | am | 5 | pm | 10 | am | | |
| Split shift use below | | | | | | | | | | | | | | |
| TIME IN | | | 5 | pm | | | 5 | pm | | | 5 | pm | | |
| TIME OUT | | | 7 | pm | | | 7 | pm | | | 7 | pm | | |
| END at 11:59 PM | DO NOT EXCEED 24 HOURS | | | | | | | | | | | | | |
| DAILY TOTAL TIME | 4 | | 6 | | 2 | | 4 | | 8 | | 4 | | | |
| [Hatched area] | | | | | | | | | | | | | | |
| DATE | 9/09/07 | | 9/10/07 | | 9/11/07 | | 9/12/07 | | 9/13/07 | | 9/14/07 | | 9/15/07 | |
| WEEKDAY | SUN | | MON | | TUES | | WED | | THUR | | FRI | | SAT | |
| BEGIN at 12:00 AM | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm | HOUR | am pm |
| TIME IN | 7 | am | 12 | am | 7 | pm | 12 | am | 12 | am | 7 | am | 12 | am |
| TIME OUT | 9 | am | 7 | am | 11:59 | pm | 7 | am | 11:59 | pm | 9 | am | 11:59 | pm |
| Split shift use below | | | | | | | | | | | | | | |
| TIME IN | 7 | pm | | | | | 7 | pm | | | 7 | pm | | |
| TIME OUT | 11:59 | pm | | | | | 11:59 | pm | | | 11:59 | pm | | |
| END at 11:59 PM | DO NOT EXCEED 24 HOURS | | | | | | | | | | | | | |
| DAILY TOTAL TIME | 7 | | 7 | | 5 | | 12 | | 24 | | 7 | | 24 | |

PAGE 2 MUST ACCOMPANY THIS PAGE FOR PAYMENTS TO BE PROCESSED