## Oceanside Supported Living Time sheet

(Time sheets are paid on the 10<sup>th</sup> and 25<sup>th</sup> of each month and **MUST** be filled out properly)

Phone 831-465-0400

Fax 831-465-0401

Email Linda@oceansidesls.com

Staff Name							Pay Period (mark one) 1-15			OR 16-31 Month/Year/					
Client Name:															
Date															
Time In															
Time Out															
Total Hours															
Activity Code															
Activity Code o1 Direct Client Service (Anything to do with client: errands, overnights, cooking, etc.) O2 Other (Staff Meeting No direct service for client)															
	Total Hours														
Staff Signatu	ure (For Oceanside Hours) Date														