

If You Suspect Any Fraud Please  
Contact The NHS Fraud Line on:  
08702 400 100

### Weekly Timesheet

Please use a separate Timesheet for  
each ward worked on



## Professionals

1. Ward: Dryad Unit: \_\_\_\_\_ Hospital: GLUMH Trust: Fareham + Gosport Practice: \_\_\_\_\_

Week Ending Saturday:  
12 / 2 / 05

2. Pay No. 619 548 Surname: **Code A** Forename: **Code A**

		3. ACTUAL HOURS WORKED						8. AUTHORISATION			9.		
DATE		Start	Finish	4. Unpaid Breaks		5. Hours Worked		6. Grade	7. State F,P or G	Authorised Signature	Print Name	Date	Request Number
				Hrs	Min	Hrs	Min						
	SUN												
	MON												
	TUE												
	WED												
	THU												
	FRI												
<u>12/2</u>	SAT	<u>13.00</u>	<u>20.30</u>	<u>—</u>	<u>—</u>	<u>7</u>	<u>30</u>	<u>A</u>	<u>G</u>	<b>Code A</b>	<u>CARLY GODWIN.</u>	<u>12-3-05.</u>	<u>1141214.</u>

Total Hours: 7 1/2

10. Authorising Person confirming Total Hours in words SEVEN AND A HALF HOURS.

**THIS TIMESHEET SHOULD BE SENT WEEKLY TO: NHS PROFESSIONALS, BERRYWOOD BUSINESS VILLAGE, TOLLBAR WAY, HEDGE END, HANTS, SO30 2UN**

11. Comments

I DECLARE THAT THE INFORMATION I HAVE NOT CLAIMED ELSEWHERE AND COMPLETE THIS TIMESHEET

12. Members Signature: **Code A**

Data Input Clerks: \_\_\_\_\_ are not completed and authorised correctly.

WHITE COPY - NHS PROFESSIONALS  
YELLOW COPY - WARD/DEPT.  
BLUE COPY - NURSE

General Enquiries: 01489 772400  
Timesheet Enquiries: 01489 772422  
Tax/Pension Enquiries: 02392 894340

PLEASE SEE TIMESHEET COMPLETION NOTES OVERLEAF