

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: GwmH Trust: FGPCT Practice: \_\_\_\_\_

Week Ending Saturday:  
2 / 10 / 04

2. Pay No. 001001619548 Surname: Code A Forenames: Code A

3. ACTUAL HOURS WORKED								8. AUTHORISATION				
DATE	Start	Finish	4. Unpaid Breaks		5. Hours Worked		6. Grade	7. State F,P or G	Authorised Signature	Print Name	Date	9. Request Number
			Hrs	Min	Hrs	Min						
<u>26/9</u> SUN	<u>7.30</u>	<u>13.30</u>	<u>-</u>	<u>-</u>	<u>6</u>	<u>-</u>	<u>A</u>	<u>G</u>	<u>Code A</u>	<u>C. WILSON</u>	<u>26/9/04</u>	<u>768699</u>
MON												
TUE												
WED												
THU												
FRI												
SAT												

Total Hours: 6

10. Authorising Person confirming Total Hours in words SIX 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 GIVEN ON THIS FORM IS CORRECT AND COMPLETE  
I HAVE NOT CLAIMED ELSEWHERE FOR THE HOURS/SHIFTS DETAILED ON THIS TIMESHEET

12. Members Signature: Code A

Data Input Clerks are instructed to return any Timesheets which are not completed and authorised correctly.