

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: Daedalus Unit:                      Hospital: GWMH Trust: ForenamedGosport Practice:                     

Week Ending Saturday:  
16 / 4 / 05

2. Pay No. 900683 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 |          |                   |                      |              |         |                       |
| SUN                    |       |        |                  |     |                 |     |          |                   |                      |              |         |                       |
| MON                    |       |        |                  |     |                 |     |          |                   |                      |              |         |                       |
| TUE                    |       |        |                  |     |                 |     |          |                   |                      |              |         |                       |
| 13/4/05 WED            | 15:00 | 20:30  |                  |     | 5               | 30  | A        | G                 | <b>Code A</b>        | RACHA ASHTON | 13/4/05 | 12 <sup>06</sup> 0017 |
| THU                    |       |        |                  |     |                 |     |          |                   |                      |              |         |                       |
| FRI                    |       |        |                  |     |                 |     |          |                   |                      |              |         |                       |
| 16/4/05 SAT            | 13:00 | 20:30  |                  | 30  | 7               | 00  | A        | G                 | <b>Code A</b>        | BITI JOSEPH  | 16/4/05 |                       |

Total Hours: 12 1/2

10. Authorising Person confirming Total Hours in words Twelve and a half hours BITI

**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 Clerk:                      by Timesheets which 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