

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: <i>Daedalus</i>	Unit: <i>14</i>	Hospital: <i>GWMM</i>	Trust: <i>Furham & Gosport</i>	Practice: <i>Rehab.</i>
2. Pay No. <i>600963</i>	Surname: Code A		Forenames: Code A	

Week Ending Saturday:
2 / 4 / 05

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						
<i>27/3/05</i> SUN	<i>13:00</i>	<i>20:30</i>	<i>-</i>	<i>15</i>	<i>7</i>	<i>15</i>	<i>A</i>	<i>G</i>	Code A	<i>W. MAKHOBA</i>	<i>27/3/05</i>	<i>1164717</i>
MON												
TUE												
WED												
THU												
FRI												
SAT												

Total Hours: *7.15*

10. Authorising Person confirming Total Hours in words *Seven hours and fifteen minutes.*

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.

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