

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: Dodulus Unit: _____ Hospital: QOM Trust: F&G Trust Practice: _____

Week Ending Saturday:

11 / 9 / 04

2. Pay No. NEWSTARTER 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												71175
<u>6/9/04</u> MON	<u>1300</u>	<u>2030</u>	<u>30</u>		<u>7</u>		<u>A</u>	<u>Code A</u>	<u>JANAH CARLAND</u>	<u>6.9.04</u>	<u>71175</u>	
TUE												
WED												
THU												
FRI												
SAT												

Total Hours: 7

10. Authorising Person confirming Total Hours in words SEVEN 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.