

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: OaeDales Unit: _____ Hospital: GWMH Trust: Fareham & Gosport Practice: _____

Week Ending Saturday:

26 / 06 / 04

2. Pay No. _____ 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>20/6/04</u>	SUN	<u>13:00</u>	<u>20:30</u>		<u>15</u>	<u>7</u>	<u>15</u>	<u>A</u>	<u>G</u>	Code A	<u>DAGAL</u>	<u>20/06/04</u>	<u>556421</u>
<u>21/6/04</u>	MON	<u>7:30</u>	<u>20:30</u>	<u>3</u>		<u>10</u>		<u>A</u>	<u>G</u>		<u>ASHTON</u>	<u>21/06/04</u>	<u>556425</u>
<u>22/6/04</u>	TUE	<u>13:00</u>	<u>20:30</u>		<u>15</u>	<u>7</u>	<u>15</u>	<u>A</u>	<u>G</u>			<u>22/06/04</u>	<u>556427</u>
<u>23/6/04</u>	WED	<u>7:30</u>	<u>20:30</u>	<u>3</u>		<u>10</u>		<u>A</u>	<u>G</u>			<u>23/06/04</u>	<u>556558</u>
<u>24/6/04</u>	THU	<u>7:30</u>	<u>20:30</u>	<u>3</u>		<u>10</u>		<u>A</u>	<u>G</u>		<u>N. LETLATSA</u>	<u>24/06/04</u>	<u>556560</u>
	FRI												
<u>26/6/04</u>	SAT	<u>7:30</u>	<u>13:30</u>			<u>6</u>		<u>A</u>	<u>G</u>		<u>N. LETLATSA</u>	<u>26/06/04</u>	

Total Hours: 50.30

10. Authorising Person confirming Total Hours in words FIFTY HOURS AND THIRTY MINUTES **Code A**

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.