



CLIENT NAME <i>last, first</i>	PAY PERIOD DATES
DSP	HOURS APPROVED PER WEEK

	DATE	TIME IN	TIME OUT	HOURS	GOALS
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Monday					
Tuesday					
CLIENT SIGNATURE <i>Please verify information before signing</i>				TOTAL WEEKLY HOURS	
DSP SIGNATURE				DATE	

Service Strategies (check all that apply):

- Assistance with Activities of Daily Living (such as getting dressed, eating, personal hygiene, etc.)
- Assistance with Increasing Community Participation (such as daily errands, attending events, restaurant, purchasing items, travel training, etc.)
- Assistance with Increasing Independence (such as helping the individual learn to do laundry, cook, clean, dress, grocery shop, pay for items, etc.)
- Assistance with Learning Activities (such as basic tutoring – math, reading, writing; support in attending a class; etc.)

****Please note: Evian Care cannot accept any time sheets that are not completely filled out.****
*****ANY SERVICE HOURS THAT ARE PROVIDED OVER THE AUTHORIZED NUMBER OF HOURS PER WEEK WILL NOT BE REIMBURSED UNLESS THEY ARE CARRY OVER HOURS.*****