



Healthcare People Resources  
Staffing | Consulting

Payroll Fax: 937-854-5941

Dunson Corporate office:  
7002 Tamarack Ct.  
Clayton, Ohio 45315  
Ph: 937-854-5940

## TIME SHEET

<b>Name:</b>			<b>Title:</b>		<b>Were MSDS and OSHA Manuals Reviewed? Yes No</b>		<b>Client #</b>
<b>Location:</b>			<b>Status:(√) Clinical Consultant</b>		<b>Check Distribution: (√) Mail Direct Deposit</b>		<b>Office#</b>
<b>Department:</b>			<b>PO#:</b>		<b>Week Starting:</b>		<b>Week Ending:</b>
<b>Day/Date</b>	<b>Start Time</b>	<b>End Time</b>	<b>Less Meal</b>	<b>Reg. Hrs.</b>	<b>OT Hrs.</b>	<b>Total Hrs.</b>	<b>Client Signature</b>
Sun							
Mon							
Tue							
Wed							
Thu							
Fri							
Sat							
<b>During this pay period, if you sustained an accident or injury while working on assignment, please check below:</b> Yes <input type="checkbox"/>			<b>Weekly Totals:</b>				<b>*Signature certifies that this form is true and accurate</b>
<b>Employee Signature:</b>				<b>*Client Signature:</b>			
<i>Please be sure to have your supervisor sign your time sheet. ALL overtime must be filled out correctly and approved by your supervisor.</i>				By approving this timesheet, Subcontractor agrees that the temporary employee worked the hours indicated and performed satisfactorily, and that we (Dunson & Associates) agree to pay Subcontractor's invoice for these hours according to the previously determined hourly rate.			

White Copy – Dunson & Associates, Inc.

Yellow Copy – Client

Pink Copy – Subcontractor

Green Copy – Employee/Consultant