

Payroll Toll Free Phone: 888-767-4968
 Payroll Local Phone: 703-354-5151
 Payroll Toll Free Fax: 866-767-7297
 Payroll Local Fax: 703-354-9727
 Payroll Text: 434-841-9807

WEEKLY TIME RECORD

Client/Hospital: _____
 Clinician's Name: _____

Week of: ____ / ____ / ____ to ____ / ____ / ____ Specialty/Unit: _____

DAY	DATE	IN	OUT	BREAK	TOTAL HOURS	HOSPITAL SIGNATURE				TOTAL
Sunday										
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										

Direct Deposit Hold VA Mail Check Pay Card

Extra Info/On-Call					
Total					

Employee Signature: _____ Date: _____

I certify that the hours shown above represent my true hours worked and that no injury occurred during the shift. I recognize the rights of ConTemporary Nursing Solutions, Inc. and its division ConTemporary Allied Solutions as the employer and agree not to be employed by the client /facility identified above, directly or indirectly, for a period of one hundred eighty (180) days from the termination of this assignment without approval of CNS. I will submit this timesheet within fifteen (15) days of the date worked.

Manager Signature: _____ Date: _____

I am an authorized representative of the client facility and the information above is accurate and all services provided were satisfactory. This client facility recognizes ConTemporary Nursing Solutions, Inc. and its division ConTemporary Allied Solutions as the employer and agrees not to hire the employee identified above, directly or indirectly, for a period of one hundred eighty (180) days from the termination of this assignment without approval of CNS.