

EXCLUSIVE HOME CARE SERVICES INC
1311 Kings Hwy, 2nd Floor, Brooklyn New York 11229
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HOME HEALTH AID / PERSONAL CARE AIDE WORKSHEET / TIME SHEET

Patient Name :				Employee Name :						
Address :				Employee's Last 4 SS # :						
				I.D. #						
				MON	TUE	WED	THU	FRI	SAT	SUN
Bathing :	<input type="checkbox"/> Tub 100	<input type="checkbox"/> Shower 101	<input type="checkbox"/> Bath102							
Mouth Care	104									
Shampoo	105									
Shave	107									
Nail Care (do not cut)	108									
Dress /Undress	109									
Skin Care	110									
Foot Care	111									
Toileting	115									
Prepare/Serve meal	DIET AS PER CARE PLAN	200								
<input type="checkbox"/> Breakfast 201	<input type="checkbox"/> Lunch202	<input type="checkbox"/> Diner 203								
Assist with feeding	205									

ACTIVITIES: AS PER CARE PLAN

Transfers	300									
Assist with walking	301									
Home Exercise Program	303									
Turn & Position	305									

SPECIAL INSTRUCTIONS : AS PER CARE PLAN

Record temperature	400									
Record Pulse/ Respirations	401									
Record weight	403									
Urinary catheter care (empty foley bag)	407									
Ostomy care	408									
Medication-remind only	409									
Assist with treatment	410									

HOUSEHOLD : AS PER CARE PLAN

Change linens	500									
Laundry	501									
Light housekeeping	502									
Food shopping	504									
Maintain clean , safe environment	507									

OTHER DUTIES : AS PER CARE PLAN

Other										
Escort										

DAY OF WEEK	DATE	TIME STARTED	TIME FINISHED	TOTAL DAILY HOURS	PATIENT'S SIGNATURE	EMPLOYEE'S SIGNATURE
MON						
TUE						
WED						
THU						
FRI						
SAT						
SUN						
TOTAL HOURS WORKED THIS WEEK						

WORKER: I hereby certify I worked these hours and that the client signed for the time worked. Furthermore, I understand that I am to contact the Coordinator after completing this assignment.

IMPORTANT NOTICE TO CLIENTS: Your signature certifies that the hours shown above are correct, work was performed and you understand and agree with the Customer Agreement.

USE BLACK PEN -PRES HARD, NO CORRECTIONS OR WHITEOUT CAN BE USED