CHOICESS - Community *Housing Options: Integrated Community, Employment and Social Services*

Staff: _____ Pay Period: _____ to _____

Consumer	8			9			10			11			12			13			14			15			Total
	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	
Meeting, Call-In, etc.																									
Totals																									

OFFICE USE

Salary		Regular		Sick/Holiday Vacation		Overtime		Overnight	
Salary		Regular		Sick/Holiday Vacation		Overtime		Overnight	

NOTE: Time cards must include progress notes to be paid. Progress notes must include actual time worked along with detailed information of services provided.

_____ Support Staff

_____ Community Specialist