



Multicultural Home Care LLC
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 multiculturalcares.com

HomeMaker Timesheet

Client Name:		HomeMaker Name:						
Week of:								
Types of Services	Work Task	Week One	Date	Time in	Time Out	Hours	Initials	
	Wash Dishes							
Kitchen:	Clean Stove / Oven							
	Clean Refridgerator							
	Empty Garbage							
	Sweep / Mop Floor							
	Meal Preparation							
Laundry:	Load Washer							
	Load Dryer						Total Hours	
	Fold Clothes							
		Put Away Clothes						
Bathroom:	Clean Toilet / Sink	Week Two	Date	Time in	Time Out	Hours	Initials	
	Sweep/Mop Floor							
	Clean shower/tub							
	Empty Garbage							
Bedroom:	Change Bed Linen							
	Dust							
	Vacuum							
	Empty Garbage							
	Groceries							
Socialization								
Daily total hours:								
Employee signature:		Date:	Client Signature:		Date:	Total Hours		
Agency Signature:		Date:						

Please be advised that it is illegal to fill out your time sheet before services are delivered. It is also illgal to report services that have not been provided. Employee is required to report if the client is hospitalized. Employee is not allowed to claim services while client is in hospital.

Note: Please return the time sheets every other Wednesday. Time sheetes that are not returned on time will be paid next pay cycle.