

Weekly Work Log

1001 W CYPRESS CREEK RD, SUITE 400H
FT. LAUDERDALE, FL 33309
PH: (954) 765-6534 FAX: (954) 477-8376

Patient Name: _____
Patient Address: _____
Caregiver's Name: _____
Caregiver's Signature: _____

Week Starting: _____
(Monday Date Only)
Week Ending: _____
(Sunday Date Only)

Position: RN LPN CNA HHA Companion/Sitter/Home Maker

Services Performed:	MON	TUE	WED	THUR	FRI	SAT	SUN
Bathing							
Dressing							
Ambulating							
Transferring							
Toileting							
Incontinent							
Feeding							
Skin Care							
Oral Hygiene							
Shave							
Hair Care							
Range of Motion Assistance							
Change Bed Linen							
Repositioning							
Grocery Shopping							
Laundry							
Light House-Keeping							
Medication Reminder Include Time(s)							
Observe Any Changes							
Accompany to Appointments							
Prepare Meals							
Assist with Ostomy Care							
Record Vital Signs							
Intake							
Output							
Weight							

Caregiver Weekly Notes:

As agreed, I (Patient/Client) contracted with the above Caregiver and whom I certify performed all services noted above satisfactorily and I agree to pay Brighter Days as assignee for Caregiver for the hours approved below. I understand that if services were not performed as requested, I should not sign and should call Brighter Days immediately. *** Work logs submitted without the checking of ADL's actually performed, and required by the insurance company, may result in the Patient/Client being billed directly.

*****IMPORTANT*****

Work log must be signed daily by the Patient/Client, weekly by the Caregiver and submitted to the office by **5:00 PM every Monday** immediately following the end of each work week. Failure to timely submit worklogs will result in a delay of Caregiver payment until next pay period.

*** Complete in **Black Ink** pen **ONLY** ***

DAY	DATE	TIME STARTED	DATE	TIME FINISHED	TOTAL HOURS	PATIENT/CLIENT'S SIGNATURE
MON		AM/PM		AM/PM		
TUE		AM/PM		AM/PM		
WED		AM/PM		AM/PM		
THUR		AM/PM		AM/PM		
FRI		AM/PM		AM/PM		
SAT		AM/PM		AM/PM		
SUN		AM/PM		AM/PM		