

**TIMESHEET MUST BE FAX OR EMAILED TO PRIME MEDICAL
NO LATER THAN 11.00 AM ON MONDAY
EMAIL: TimesheetPrime@workpac.com**

Unit 9B, 69 Sir Donald Bradman Drive, Hilton SA 5033 Phone: (08) 8100 4800 Web: www.workpachsc.com

Employees Full Name:	
Facility / Client Name:	
Grade / Classification:	
Employee Signature:	

MONDAY TO SUNDAY TIMESHEET

DAY	DATE	WARD/ UNIT/KM	START TIME	FINISH TIME	MEAL BREAK	TOTAL HOURS	CLIENT SIGNATURE	SIGNATORY NAME
MON	/ /							
TUE	/ /							
WED	/ /							
THR	/ /							
FRI	/ /							
SAT	/ /							
SUN	/ /							

PLEASE NOTE:

- 1 Timesheet per client/facility
- Only shifts signed off by authorised client will be accepted

PUBLIC HOLIDAY:

Please be aware that your pay could be a day late if a public holiday falls in your pay week.