



## DAILY VISIT NOTE FORM / TIMESHEET

CLIENT NAME: \_\_\_\_\_

Employee: \_\_\_\_\_

<b>DAY</b>								
<b>Date</b>								
<b>Time In</b>								
<b>Time Out</b>								
Bathing								
Dressing								
Toileting								
Standby assist								
Cleaning body								
Toweling off								
Laundry								
Linen changes								
Make beds								
Floor care								
Tidy up kitchen								
Meal Preparation								
Feeding								
Vacuum								
Empty Trash								
Dust								
Clean Bathroom								
Healthcare Appt.								
Shopping								
Clutter Control								
Read/play games								
Change incontinent wear								
Shampoo								
Hair grooming								
Oral hygiene								
Give fluids								
<b>DAILY HOURS</b>								

Employee Signature & Name: \_\_\_\_\_

Client Signature: \_\_\_\_\_

TOTAL WEEKLY HOURS: \_\_\_\_\_

Date: April 11, 2025

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