



DAILY VISIT NOTE FORM / TIMESHEET

CLIENT NAME: Mwajuma Aisha

Employee: Monika Ashley

DAY	Tuesday	Friday	Tuesday	Friday	Tuesday	Friday		
Date	08/19/25	08/22/25	09/02/25	09/09/25	09/12/25	09/16/25		
Time In	9:00 AM	9:00 AM	9:00 AM	9:00 PM	9:00 AM	9:00 AM		
Time Out	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM	5:00 PM		
Bathing	X		X		X		X	
Dressing	X	X		X		X		
Toileting	X		X		X			
Standby assist	X		X		X	X		
Cleaning body	X		X		X			
Toweling off	X	X		X		X		
Laundry		X		X		X		
Linen changes	X			X		X		
Make beds		X			X			
Floor care			X		X			
Tidy up kitchen	X		X		X			
Meal Preparation	X	X	X	X	X	X		
Feeding	X	X	X	X		X		
Vacuum	X		X		X			
Empty Trash	X		X			X		
Dust		X		X		X		
Clean Bathroom		X		X		X		
Healthcare Appt.								
Shopping								
Clutter Control		X			X			
Read/play games								
Change incontinent wear								
Shampoo		X	X			X		
Hair grooming		X	X			X		
Oral hygiene								
Give fluids	X	X	X	X	X	X		
DAILY HOURS	8	8	8	8	8	8		

TOTAL WEEKLY HOURS: 48

Employee Signature & Name: Monika Ashley

Date: September 16, 2025

Client Signature: Ashley

Date: September 16, 2025