




## DAILY VISIT NOTE FORM / TIMESHEET

CLIENT NAME: Paloma Quinn

Employee: Nola Knapp

DAY	Monday	Saturday	Saturday	Thursday	Sunday	Tuesday	Saturday	
Date	09/01/25	09/08/25	09/08/25	09/08/25	09/08/25	09/08/25	09/08/25	
Time In	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	
Time Out	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM	
Bathing		X		X	X	X	X	
Dressing	X	X			X			
Toileting	X	X		X	X		X	
Standby assist		X				X		
Cleaning body		X				X	X	
Toweling off	X		X	X				
Laundry	X		X				X	
Linen changes		X	X			X		
Make beds	X	X					X	
Floor care		X				X		
Tidy up kitchen	X	X	X	X	X			
Meal Preparation	X	X	X	X				
Feeding	X	X		X	X	X		
Vacuum	X			X	X	X	X	
Empty Trash	X			X		X	X	
Dust		X	X	X		X		
Clean Bathroom	X	X		X	X	X		
Healthcare Appt.	X	X	X			X	X	
Shopping	X		X	X	X	X	X	
Clutter Control	X	X		X		X	X	
Read/play games			X	X		X		
Change incontinent wear					X		X	
Shampoo	X		X	X	X		X	
Hair grooming			X	X			X	
Oral hygiene	X	X	X	X	X	X		
Give fluids	X	X					X	
DAILY HOURS	3	3	3	3	3	3	3	

TOTAL WEEKLY HOURS: 12

Employee Signature & Name: 

Date: September 8,  
2025

Client Signature: 

Date: September 8,  
2025