



DAILY VISIT NOTE FORM / TIMESHEET

CLIENT NAME: Mary R. Jones

Employee: Mary Mbabazi

DAY	Tuesday	Friday	Tuesday	Friday	Tuesday	Friday	Tuesday
Date	09/02/25	09/05/25	09/09/25	09/12/25	09/16/25	09/19/25	09/23/25
Time In	9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM	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	5:00 PM
Bathing							
Dressing	X	X	X	X	X	X	X
Toileting	X	X	X	X	X	X	X
Standby assist	X	X	X	X	X	X	X
Cleaning body							
Toweling off							
Laundry	X		X			X	X
Linen changes							
Make beds	X	X	X	X	X	X	X
Floor care	X	X	X	X	X	X	X
Tidy up kitchen	X	X	X	X	X	X	X
Meal Preparation	X	X	X	X	X	X	X
Feeding							
Vacuum	X	X	X	X	X	X	X
Empty Trash	X	X	X	X	X	X	X
Dust	X	X	X	X	X	X	X
Clean Bathroom	X	X	X	X	X	X	X
Healthcare Appt.		X	X				
Shopping							
Clutter Control							
Read/play games							
Change incontinent wear	X	X	X	X	X	X	X
Shampoo							
Hair grooming	X	X	X	X	X	X	X
Oral hygiene	X	X	X	X	X	X	X
Give fluids	X	X	X	X	X	X	X
DAILY HOURS	8.00	8.00	8.00	8.00	8.00	8.00	8.00

TOTAL WEEKLY HOURS: 56.00

Employee Signature & Name: X

Date: September 30,
2025

Client Signature: X

Date: September 30,
2025