

MEDICAL STAFF PTY LTD

Medical and nursing services
A.B.N. 81 118 334 633

Tel: 1300 10 50 10
Fax: 1300 92 50 00

Employee Name:

FAX NO. 1300 92 50 00 or email:
timesheet@medicalstaff.com.au

Employee's signature:

TIMESHEET MUST BE FAXED AND RECEIVED
BY NO LATER THAN 10.30 am on MONDAYS

DAY	DATE	START	FINISH	TOTAL HOURS	In charge Yes/No	Meal Break	Name of facility	Client Name & SIGNATURE
MON								
TUES								
WED								
THUR								
FRI								
SAT								
SUN								

Date:

Total Hours worked:

Manager/supervisor signature
provides acceptance of our standard
terms and conditions, which includes
paying our account within 7 days
upon receipt

Please note: Only timesheet signed off by the client will be paid

Public Holiday: please be aware that your pay could be a day late if a public holiday falls in a pay
Please note: you only have 4 weeks to claim your public hospital allowances as back payment. Any
timesheet received outside above period will not be accepted for payment (NSW nurses only).