



Employee Time Sheet

**Timesheets are due by 12:00 (noon)
Every Monday for the previous week
worked**

Employee Name: _____

Facility Name: _____

Supervisor: _____

Unit/Floor: _____

	Date Worked	Time In	Time Out	Break	Total Hours	Supervisor Initials
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						
				Total Regular Hours		
				Overtime Hours (Over 40)		

Client Company and Consolidated Medical Staffing, Each certify that hours stated here are correct. Client Company agrees to the terms and conditions on this Time Sheet. Supervisor must initial each day and total time to make this time sheet valid.

Supervisor's Signature: _____ Date: _____

I the undersigned further agree to the terms and conditions stated in this timesheet. I fully understand that each day must be initialed by my supervisor in order for it to be paid by Consolidated Medical Staffing. I further certify that the hours stated in this time sheet are correct and without misrepresentation. I also understand that falsification of timesheets is a serious breach that may lead to termination and possible prosecution.

Employee Signature: _____ Date: _____

Timecards can be faxed, emailed or delivered in person to the following
Consolidated Medical Staffing

Terms and Conditions

After interview client may not directly or indirectly hire the CMS field employee for any position for a period of 90 days for this position without CMS's written consent. Client hereby agrees that if the Client breaches the above terms or Client sells its business to a third party, which breaches the above terms, Client will pay to CMS a settlement fee equal to 144 hours times said field staff bill rate. Hours worked by field staff prior to hire or written notification will not apply to the above 144 hours. Client shall pay all reasonable attorneys' fees and other costs incurred by CMS in enforcing this Agreement. Client shall adhere to all contract payment provisions and by signing this timesheet shall guarantee payment of this time sheet within the terms specified in the client and Consolidated Medical Staffing Contract. No oral statement shall modify or affect the above Terms and Conditions.