



Physician Resources, Inc.

1818 Memorial Drive, Suite 200, Houston, Texas 77007
 713-522-5355 x 111 ~ 1-800-522-7707 x 111 ~ Fax 713-522-0744

LOCUM TENENS PHYSICIAN TIME SHEET

DIRECTIONS: Time Sheets must be completed; authorized by CLIENT; and faxed to 713-522-0744 by 12pm noon on Mondays. Payroll is processed only on Mondays. Please record your time by rounding to the nearest fifteen (15) minutes (Ex. 1:00pm; 1:15pm; 1:30pm; 1:45pm, etc). Thank you for your assistance.

LOCUM TENENS PHYSICIAN:					
CLIENT FACILITY:					
DATES	TIME IN	TIME OUT	LUNCH TIME	TOTAL HOURS	OTHER EXPENSES
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					
TOTAL HOURS:					
(Please use .25 increments)					

I certify that the above information is true, accurate, and confirmed by Client's Signature.

 Locum Tenens Physician Signature

 Date

CLIENT'S AUTHORIZATION

It is understood that the undersigned is authorized to verify the above information.

 Client's Signature

 Title

 Client's Printed Name

 Date