

Pikes Peak Respite Services
PO Box 38455
Colorado Springs CO 80937

719-659-6344



Contractor: _____ **Pay Period End Date:** _____

Time sheets are due every Wednesday and pay will be delayed for late timesheets. Direct deposits are scheduled on the 1st and 15th. Time sheets can be texted in via picture or emailed to cmbev@hotmail.com Indicate am and pm on your time in and time out column. Initial of client or guardian is required for each shift immediately after each shift. Thanks for all of your hard work! PLEASE USE BLACK OR BLUE INK ONLY.

Date:	Time In:	Time Out:	Type of Service:	Client Name:	Initial Required:

R: Respite CC: Community Connector SCC: Supportive Community Connector RD: Respite Day
HE: Homemaker Enhanced HMB: Homemaker Basic PC: Personal Care M: Mentorship GR; Group Respite