**RECORD OF WEEKLY SHIFTS**

*Complete and email this form to* [*tas@autismabilities.com.au*](mailto:tas@autismabilities.com.au) *by midnight on Sundays each week. Refer to the Support Handbook ‘Tips for Shift Notes’ for guidance or contact Autism Abilities if you need help completing this form.*

**Support Worker:**

**ABN:**

**Service Dates:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date of Shift** | **Client Name** | **Start Time** | **End Time** | **Shift Notes** |
| 30/07/2025 | John Smith | 09.00am | 12.00pm |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |