



BSM North Timesheet

Please email back to: timesheets@bluestonesmedical.co.uk



First name:	Surname:	Health board/Trust:
Hospital/team/ward:	Location:	

Day	Date	Booking ref number /PO number	Start time	End time	Unpaid break in minutes	Total hours worked	Feedback	YES	NO
Monday							ID badge present?		
							Good clinical skills/abilities		
Tuesday							Professional?		
							On time?		
Wednesday							Ability to work as part of a team		
							Induction/orientation complete?		
Thursday							Would you invite candidate back?		
Friday									
Saturday									
Sunday									

- Please ensure your timesheet is signed and dated by you and the client.
- Please ensure that you have got your booking reference number or PO number from Sirenum, your consultant or the client.
- Please ensure you send in your timesheet by 11am each Monday - to be paid on the Friday of that week.

WORKER DECLARATION (Candidate)

I declare that the information I have given on this form is correct and complete and that I have not claimed elsewhere for the hours/shifts detailed on this timesheet. I understand that if I knowingly provide false information this may result in disciplinary action, and I may be liable to prosecution and civil recovery proceedings. I consent to the disclosure of information from this form to and by the Authority, other Public Sector body and private entities who have a similar requirement and the Counter Fraud Services (or other similar organisation which operates in the same capacity for any other Public Sector organisation) for the purpose of verification of this claim and the investigation, prevention, detection, and prosecution of fraud.

Sign:

Print:

Date:

AUTHORISED SIGNATORY (Client)

I am an authorised signatory for my Ward/Department/NHS/Public sector body/Private sector body. I am signing to confirm that the Job profile Title and Band/Grade of Temporary Workers and the hours/shift that I am authorising are accurate and I approve payment. I understand that if I knowingly provide false information this may result in disciplinary action and I may be liable to prosecution and civil recovery proceedings. I consent to the disclosure of information from this form to and by the Authority, other Public Sector body and private entities who have a similar requirement and the Counter Fraud Services (or other similar organisation which operates in the same capacity for any other Public Sector organisation) for the purpose of verification of this claim and the investigation, prevention, detection, and prosecution of fraud.

Sign:

Print:

Date: