

OIC Training Academy

Clinical Timesheet

DATE	TIME IN	TIME OUT	TOTAL HOURS	Student/Supervisor initials

<u>HOURS THIS PERIOD</u>	<u>HOURS TO DATE</u>	<u>HOURS REMAINING</u>

Supervisor Comments/Concerns (performance, attendance, etc.):

Student's Name

Date

Supervisor's Signature

Clinical Site

****REMINDER:** Timesheets must be returned (via fax transmission) to the OIC Training Academy by 4:00 p.m. each Friday. Please send all timesheets in attention of Employment Specialist, at (304) 366-8143. Please exclude lunchtime in total hours.