



Pro-Health Care, Inc.
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TIMESHEET DATES 2024

**2 WEEKS
 FROM MONDAY TO SUNDAY**

December 11, 2023 - December 24, 2023
 December 25, 2023 - January 7, 2024
 January 8, 2024 - January 21, 2024
 January 22, 2024 - February 4, 2024
 February 5, 2024 - February 18, 2024
 February 19, 2024 - March 3, 2024
 March 4, 2024 - March 17, 2024
 March 18, 2024 - March 31, 2024
 April 1, 2024 - April 14, 2024
 April 15, 2024 - April 28, 2024
 April 29, 2024 - May 12, 2024
 May 13, 2024 - May 26, 2024
 May 27, 2024 - June 9, 2024
 June 10, 2024 - June 23, 2024
 June 24, 2024 - July 7, 2024
 July 8, 2024 - July 21, 2024
 July 22, 2024 - August 4, 2024
 August 5, 2024 - August 18, 2024
 August 19, 2024 - September 1, 2024
 September 2, 2024 - September 15, 2024
 September 16, 2024 - September 29, 2024
 September 30, 2024 - October 13, 2024
 October 14, 2024 - October 27, 2024
 October 28, 2024 - November 10, 2024
 November 11, 2024 - November 24, 2024
 November 25, 2024 - December 8, 2024
 December 9, 2024 - December 22, 2024

**TIMESHEETS
 DUE MONDAY**

December 25, 2023
 January 8, 2024
 January 22, 2024
 February 5, 2024
 February 19, 2024
 March 4, 2024
 March 18, 2024
 April 1, 2024
 April 15, 2024
 April 29, 2024
 May 13, 2024
 May 27, 2024
 June 10, 2024
 June 24, 2024
 July 8, 2024
 July 22, 2024
 August 5, 2024
 August 19, 2024
 September 2, 2024
 September 16, 2024
 September 30, 2024
 October 14, 2024
 October 28, 2024
 November 11, 2024
 November 25, 2024
 December 9, 2024
 December 23, 2024

**PAYROLL
 ON FRIDAY**

January 5, 2024
 January 19, 2024
 February 2, 2024
 February 16, 2024
 March 1, 2024
 March 15, 2024
 March 29, 2024
 April 12, 2024
 April 26, 2024
 May 10, 2024
 May 24, 2024
 June 7, 2024
 June 21, 2024
 July 5, 2024
 July 19, 2024
 August 2, 2024
 August 16, 2024
 August 30, 2024
 September 13, 2024
 September 27, 2024
 October 11, 2024
 October 25, 2024
 November 8, 2024
 November 22, 2024
 December 6, 2024
 December 20, 2024
 January 3, 2025

Timesheets are due on Monday after the last date on the timesheet. All timesheets must be properly completed in order to be processed.

REMEMBER:

- Write your provider number
- Use 2 digits for Month/Day/Year and make sure the dates are correct
 - Circle AM or PM for start and end times
 - Both you and the client must sign and date
- Only initial the ADLs that are on the client's care plan
 - Total your hours daily and weekly
 - NO WHITE OUTS!