

# H.O.P.E. Group L.L.C.



Dedicated to **H**onoring and **O**ptimizing the **P**otential in **E**veryone

## SAMPLE COMPOSITE SCHEDULE\*

Instructions:

- Place date as applicable
- Identify time in/time out for each service provided for each client consistent with that identified on your time sheets**
- There should be a time gap reflective of travel between client service sites
- See example below

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 7-9 John (HAH) 9:30-12 Reed (Rsp) 1-4 Thomas (Rsp)	2 8-12 Thomas (HAH)	3 8-12 Thomas (HAH) 1-4 Sammie (Rsp) 7-10 John (Rsp)	4 8-12 Thomas (HAH)	5 8-12 Thomas (HAH)	6	7
8	9 8-12 Thomas (HAH)	10 8-12 Thomas (HAH) 1-4 Sammie (Rsp) 7-10 John (Rsp)	11	12 8-12 Thomas (HAH) 1-4 Sammie (Rsp)	13 8-12 Thomas (Rsp) 2-10 John (Rsp)	14 1-4 Sammie (HAH) 7-10 John (Rsp)
15 7-9 John (HAH) 9:30-12 Reed (Rsp) 1-4 Thomas (Rsp)	16 8-12 Thomas (HAH)	17 8-12 Thomas (HAH) 1-4 Sammie (Rsp) 7-10 John (Rsp)	18 8-12 Thomas (HAH)	19 8-12 Thomas (HAH)	20	21
22	23 8-12 Thomas (HAH)	24 8-12 Thomas (HAH) 1-4 Sammie (Rsp) 7-10 John (Rsp)	25	26 8-12 Thomas (HAH) 1-4 Sammie (Rsp)	27 8-12 Thomas (Rsp) 2-10 John (Rsp)	28 1-4 Sammie (HAH) 7-10 John (Rsp)
29 7-9 John (HAH) 9:30-12 Reed (Rsp) 1-4 Thomas (Rsp)	30 8-12 Thomas (HAH)					

*\*Fill out only if you turn in **2 or more** time sheets (Habilitation and Respite)*