

(v)

Timesheet

Timesheets are due back via email only within 3 days of booking date

Interpreter Name: Fanda Farukhi
Job No / P.O No: Language: Farsi
Assignment Date: 28/11/14 Assignment Time: 13:00 pm
Organisation: Hillingdon Hospital
Department: Peter Pan
Venue: Hillingdon
Client's/Patient's Name: AS
Reference/Hospital No: 02621295
Travel Time: ____ hrs ____ mins Travel Cost: £ ____ Mileage: 25 mi
Unsocial Working Hours: Mon-Fri (7pm-7am) ☐ Weekend ☐ Public (Bank) holiday ☐

TO BE COMPLETED AND SIGNED BY AUTHORISED STAFF ONLY

Starting Time: 13:00
Finishing Time: 13:15 Amended Finishing Time: ____:____ Staff Initial: _____

CANCELLATION- Please tick appropriate box and leave comment below:

Late Cancellation ☐ Patient/Client did not attend ☐ Double booking ☐ Wrong language ☐

Monitoring - Please tick the appropriate boxes

The interpreter was: Punctual ☒ Late ☐ Very Late ☐
The interpreter's command of English was: Excellent ☒ Good ☐ Poor ☐
Overall feed back: Very Satisfied ☐ Satisfied ☐ Unsatisfied ☐

Additional Comments:

I confirm that the above named interpreter worked during the period recorded

Print name: D. Farukhi

Signature: D. Farukhi

Date: 28/11/14

INTERPRETER TIMESHEET: 01.04.2011 VERSION NUMBER: 5