**DAILY ASSIGNMENT – UR PERSONNEL**

**WEEK OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2010**

**STAFF NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Tasks** | Monday  \_\_/\_\_\_/\_\_\_ | Tuesday  \_\_/\_\_\_/\_\_\_ | Wednesday\_\_\_/\_\_/\_\_ | Thursday  \_\_\_/\_\_\_/\_\_\_ | Friday  \_\_/\_\_\_/\_\_ | Saturday  \_\_\_/\_\_\_/\_\_ |
| # of Charts you reviewed today |  |  |  |  |  |  |
| # of Discharge Summaries done today |  |  |  |  |  |  |
| # of billable services you provided today |  |  |  |  |  |  |
| # of Episodes opened or closed today |  |  |  |  |  |  |
| # of transferred charts you coordinated today |  |  |  |  |  |  |
| # of RU changes you completed today |  |  |  |  |  |  |
| # of new MD charts you audited today |  |  |  |  |  |  |
| # of new MHS charts you audited today |  |  |  |  |  |  |
| How many tx team mtgs did you set up for this week? |  |  |  |  |  |  |