# TIME SHEET

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# LONG TERM CARE CHANNELING DEMONSTRATION

## TIME SHEET

EMPLOYEE ID# [ _ ][ _ ][ _ ]

[ ] FULL-TIME CHANNELING WORKER

[ ] PART-TIME CHANNELING WORKER

[ ] VOLUNTEER WORKER

[ ] DONATED STAFF TIME FROM OUTSIDE
CHANNELING PROJECT

NAME: _____

POSITION: _____

PERIOD ENDED: _____

CHANNELING AGENCY: _____

| APPROVED FUNCTIONS: | TOTAL | HOURS | | | | | | | | | | | | | | | APPROVAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 1 16 | 2 17 | 3 18 | 4 19 | 5 20 | 6 21 | 7 22 | 8 23 | 9 24 | 10 25 | 11 26 | 12 27 | 13 28 | 14 29 | 15 30 | 31 |
| 01 Case Finding/Outreach | | | | | | | | | | | | | | | | | |
| 02 Screening | | | | | | | | | | | | | | | | | |
| 03 Baseline Assessment | | | | | | | | | | | | | | | | | |
| 04 Initial Care Planning | | | | | | | | | | | | | | | | | |
| 05 Ongoing Case Management/Reassessment | | | | | | | | | | | | | | | | | |
| 06 Provider Relations/Administration/Other | | | | | | | | | | | | | | | | | |
| TOTAL CHANNELING HOURS | | | | | | | | | | | | | | | | | |
| BENEFITS: | | | | | | | | | | | | | | | | | |
| 95 Paid Lunch | | | | | | | | | | | | | | | | | |
| 96 Sick | | | | | | | | | | | | | | | | | |
| 97 Vacation | | | | | | | | | | | | | | | | | |
| 98 Holiday | | | | | | | | | | | | | | | | | |
| 99 Excused Leave (Explain): | | | | | | | | | | | | | | | | | |
| TOTAL BENEFIT HOURS | | | | | | | | | | | | | | | | | |
| TOTAL REGULAR HOURS | | | | | | | | | | | | | | | | | |
| OVERTIME HOURS | | | | | | | | | | | | | | | | | |

REGULAR RATE: _____

OVERTIME RATE: _____

# NATIONAL LONG-TERM CARE CHANNELING DEMONSTRATION

## REPORTS AVAILABLE

A Guide to Memorandum of Understanding Negotiation and Development
   HTML:              http://aspe.hhs.gov/daltcp/reports/mouguide.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/mouguide.pdf

An Analysis of Site-Specific Results
   HTML:              http://aspe.hhs.gov/daltcp/reports/1986/sitees.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1986/sitees.pdf

Analysis of Channeling Project Costs
   HTML:              http://aspe.hhs.gov/daltcp/reports/1986/projctes.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1986/projctes.pdf

Analysis of the Benefits and Costs of Channeling
   Executive Summary:  http://aspe.hhs.gov/daltcp/reports/1986/costes.htm
   HTML:              http://aspe.hhs.gov/daltcp/reports/1986/cost.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1986/cost.pdf

Applicant Screen Set
   HTML:              http://aspe.hhs.gov/daltcp/reports/1982/appscset.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1982/appscset.pdf

Assessment and Care Planning for the Frail Elderly: A Problem Specific Approach
   HTML:              http://aspe.hhs.gov/daltcp/reports/1986/asmtcare.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1986/asmtcare.pdf

Assessment Training for Case Managers: A Trainer's Guide
   HTML:              http://aspe.hhs.gov/daltcp/reports/1985/asmttran.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1985/asmttran.pdf

Case Management Forms Set
   HTML:              http://aspe.hhs.gov/daltcp/reports/1985/cmforms.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1985/cmforms.pdf

Case Management Training for Case Managers: A Trainer's Guide
   HTML:              http://aspe.hhs.gov/daltcp/reports/1985/cmtrain.htm
   PDF:               http://aspe.hhs.gov/daltcp/reports/1985/cmtrain.pdf

Channeling Effects for an Early Sample at 6-Month Follow-up
   HTML:               http://aspe.hhs.gov/daltcp/reports/1985/6monthes.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1985/6monthes.pdf

Channeling Effects on Formal Community-Based Services and Housing
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/commtyes.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/commtyes.pdf

Channeling Effects on Hospital, Nursing Home and Other Medical Services
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/hospites.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/hospites.pdf

Channeling Effects on Informal Care
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/informes.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/informes.pdf

Channeling Effects on the Quality of Clients' Lives
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/qualtyes.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/qualtyes.pdf

Clinical Baseline Assessment Instrument Set
   HTML:               http://aspe.hhs.gov/daltcp/reports/cbainstr.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/cbainstr.pdf

Community Services and Long-Term Care: Issues of Negligence and Liability
   HTML:               http://aspe.hhs.gov/daltcp/reports/negliab.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/negliab.pdf

Differential Impacts Among Subgroups of Channeling Enrollees
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/enrolles.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/enrolles.pdf

Differential Impacts Among Subgroups of Channeling Enrollees Six Months After
Randomization
   HTML:               http://aspe.hhs.gov/daltcp/reports/1984/difimpes.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1984/difimpes.pdf

Examination of the Equivalence of Treatment and Control Groups and the Comparability
of Baseline Data
   HTML:               http://aspe.hhs.gov/daltcp/reports/1984/baslines.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1984/baslines.pdf

Final Report on the Effects of Sample Attrition on Estimates of Channeling's Impacts
   Executive Summary:  http://aspe.hhs.gov/daltcp/reports/1986/atritnes.htm
   HTML:               http://aspe.hhs.gov/daltcp/reports/1986/atritn.htm
   PDF:                http://aspe.hhs.gov/daltcp/reports/1986/atritn.pdf

Informal Care to the Impaired Elderly: Report of the National Long-Term Care Demonstration Survey of Informal Caregivers
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1984/impaires.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1984/impaires.pdf

Informal Services and Supports
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1985/infserv.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1985/infserv.pdf

Initial Research Design of the National Long-Term Care Demonstration
>     HTML:             http://aspe.hhs.gov/daltcp/reports/designes.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/designes.pdf

Issues in Developing the Client Assessment Instrument for the National Long-Term Care Channeling Demonstration
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1981/instrues.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1981/instrues.pdf

Methodological Issues in the Evaluation of the National Long-Term Care Demonstration
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1986/methodes.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1986/methodes.pdf

National Long-Term Care Channeling Demonstration: Summary of Demonstration and Reports
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1991/chansum.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1991/chansum.pdf

Screening Training for Screeners: A Trainer's Guide
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1985/scretrai.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1985/scretrai.pdf

Survey Data Collection Design and Procedures
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1986/sydataes.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1986/sydataes.pdf

Tables Comparing Channeling to Other Community Care Demonstrations
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1986/tablees.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1986/tablees.pdf

The Channeling Case Management Manual
>     HTML:             http://aspe.hhs.gov/daltcp/reports/1986/cmmanual.htm
>     PDF:              http://aspe.hhs.gov/daltcp/reports/1986/cmmanual.pdf

The Channeling Financial Control System
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1985/chanfcs.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1985/chanfcs.pdf

The Comparability of Treatment and Control Groups at Randomization
    HTML:                    http://aspe.hhs.gov/daltcp/reports/compares.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/compares.pdf

The Effects of Case Management and Community Services on the Impaired Elderly
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1986/casmanes.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1986/casmanes.pdf

The Effects of Sample Attrition on Estimates of Channeling's Impacts for an Early
Sample
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1984/earlyes.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1984/earlyes.pdf

The Evaluation of the National Long-Term Care Demonstration: Final Report
    Executive Summary:  http://aspe.hhs.gov/daltcp/reports/1986/chanes.htm
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1986/chan.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1986/chan.pdf

The Evaluation of the National Long-Term Care Demonstration
    Executive Summary:  http://aspe.hhs.gov/daltcp/reports/1988/hsres.htm
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1988/hsre.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1988/hsre.pdf

The Planning and Implementation of Channeling: Early Experiences of the National
Long-Term Care Demonstration
    Executive Summary:  http://aspe.hhs.gov/daltcp/reports/1983/implees.htm
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1983/imple.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1983/imple.pdf

The Planning and Operational Experience of the Channeling Projects (2 volumes)
    HTML:                    http://aspe.hhs.gov/daltcp/reports/1986/proceses.htm
    PDF:                     http://aspe.hhs.gov/daltcp/reports/1986/proceses.pdf

# DATA COLLECTION INSTRUMENTS

Applicant Screen
    HTML:                http://aspe.hhs.gov/daltcp/instruments/1981/AppSc.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/1981/AppSc.pdf

Client Contact Log
    HTML:                http://aspe.hhs.gov/daltcp/instruments/ClConLog.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/ClConLog.pdf

Client Tracking Form
    HTML:                http://aspe.hhs.gov/daltcp/instruments/ClTracFm.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/ClTracFm.pdf

Clinical Assessment and Research Baseline Instrument: Community Version
    HTML:                http://aspe.hhs.gov/daltcp/instruments/carbicv.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/carbicv.pdf

Clinical Baseline Assessment Instrument: Community Version
    HTML:                http://aspe.hhs.gov/daltcp/instruments/cbaicv.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/cbaicv.pdf

Clinical Baseline Assessment Instrument: Institutional Version
    HTML:                http://aspe.hhs.gov/daltcp/instruments/cbaiiv.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/cbaiiv.pdf

Eighteen Month Followup Instrument
    HTML:                http://aspe.hhs.gov/daltcp/instruments/18mfi.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/18mfi.pdf

Followup Instrument
    HTML:                http://aspe.hhs.gov/daltcp/instruments/FolInst.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/FolInst.pdf

Informal Caregiver Followup Instrument
    HTML:                http://aspe.hhs.gov/daltcp/instruments/ICFolIns.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/ICFolIns.pdf

Informal Caregiver Survey Baseline
    HTML:                http://aspe.hhs.gov/daltcp/instruments/ICSurvey.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/ICSurvey.pdf

Screening Identification Sheet
    HTML:                http://aspe.hhs.gov/daltcp/instruments/ScrIDSh.htm
    PDF:                 http://aspe.hhs.gov/daltcp/instruments/ScrIDSh.pdf

Time Sheet
    HTML:        http://aspe.hhs.gov/daltcp/instruments/TimeSh.htm
    PDF:        http://aspe.hhs.gov/daltcp/instruments/TimeSh.pdf

Twelve Month Followup Instrument
    HTML:        http://aspe.hhs.gov/daltcp/instruments/12mfi.htm
    PDF:        http://aspe.hhs.gov/daltcp/instruments/12mfi.pdf