Your Hospital's Logo Here

Anesthesia Dept TIME LOG

SALARIED STAFF

DATE:

OC = On Call **D** = Day
BU = Back Up **L** = Late
X = Extra **SS** = Sat / Sun
ML = Moonlighter **BC** = Before Call
CB = Call Back **AC** = After Call

SALARIED OFFICE MANAGER

NAME	HOURS WORKED				COMP / LEAVE TIME ACCRUE	USE
P. Burton						

SALARIED CRNA's / AA's

NAME	HOURS WORKED	@ RATE	HRS TO BE PAID	COMP / LEAVE TIME ACCRUE	USE

LEGEND - Descr. of RATE

Rate 1
Weekday daytime shift – starting in the morning

Rate 2
Weekday evening / night shift – starting at 3 pm or later

Rate 3
Weekend shift – starting on Saturday or Sunday

Rate 4
Holiday shift starting on a Holiday.

SALARIED MD's

NAME	HOURS WORKED	@ RATE	Description of RATE	COMP / LEAVE TIME ACCRUE	USE

LEGEND - Descr. of RATE

Salaried Hours (Rate) - "SH"
Weekday Hrs - Before 4 pm
On Call Hrs - Wkdays / Wkends

Rate 1 - "ML-D"
ML Hours Day Shift - Before 4 pm

Rate 2 - "BU-L, X-L, ML-L, D-BC, D-AC"
Weekday Hrs - After 4 pm (1st Trip)
[Back Up, Extra, Moonlighter]
Daytime Hrs - Before / After Call

Rate 3 - "BU-SS, X-SS, ML-SS, BU Wkday-CB"
Weekend Hrs (1st Trip)
Weekday BU Call Back (2nd Trip)

Rate 4 - "OC-HH, BU-HH, X-HH, ML-HH, BU-Wkend-CB"
Holiday Hours worked in Hospital
[On Call, BU, Extra, ML]
Weekend BU Call Back (2nd Trip)