

YOUR AGENCY NAME, LLC

Service log report								
Staff: Jane Doe		Individual: John Smith		From 07/07/15 To 07/10/15		Total Hours:12.00		Total Mileage: 14.00
U.C.I. Number: 123456								
Staff Name	Individual Name	Date	Service Code	Start Time	End Time	Total Hours	Mileage	P.N. Description
Jane Doe	John Smith	07/07/15	Multi	05:00 PM	09:00 PM	4.00	10.00	Met John Smith downtown then went to the park where he engaged in physical exercise, and utilized appropriate personal space, and verbalized appropriately while speaking to others.
Jane Doe	John Smith	07/08/15	Multi	05:00 PM	09:00 PM	4.00	4.00	Met John Smith downtown and then drove him to his sister's house for dinner, and afterwards to the movies where he socialized and interacted with people effectively
Jane Doe	John Smith	07/09/15	PSB 896 - Supported Living Overnight	10:00PM	12:00 AM	2.00		Overnight
Jane Doe	John Smith	07/010/15	PSB 896 - Supported Living Overnight	10:00PM	12:00 AM	2.00		Overnight