

Access Mobile Time Entry



Sign In

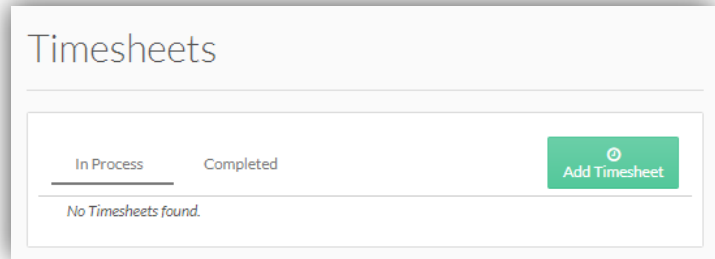
careers.medicalprofessionals.com

Bookmark this site as a Favorite on your internet browser for easy access to your timesheets and your pay history

Time Entry

Add Timesheet

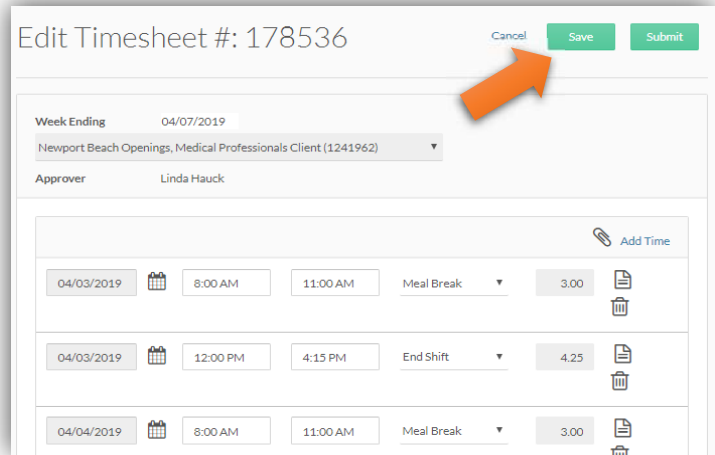
- Select Week Ending
- Select Assignment



Save

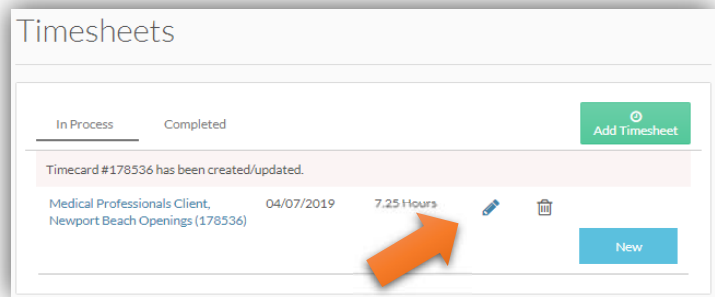
Add hours and breaks daily. Each day must end by selecting "End Shift".

Then Save.



Add Time

The next day, use the PENCIL to add new hours and breaks.



Submit

When week is complete, click **“Submit.”** The approver of your timecard will receive an email to approve.

Use the “note” icon to add any comments.

Use the “paper clip” to add attach documents if needed

Edit Timesheet #: 178536

Cancel Save Submit

Week Ending 04/07/2019

Newport Beach Openings, Medical Professionals Client (1241962)

Approver Linda Hauck

Submit your timesheet by Friday at 7 pm

Time Status

Submitted – an email has been sent to Approver to process your hours

Approved – you will receive a confirmation email

Rejected – Use the PENCIL to correct your hours or breaks.

Then resubmit your timesheet

Timesheets

In Process Completed Add Timesheet

Timecard #178536 has been created/updated.

Client	Date	Hours	Status	View
Medical Professionals Client, Newport Beach Openings (178536)	04/07/2019	26.50 Hours	Approved	View
Medical Professionals Client, Newport Beach Openings (178170)	03/31/2019	9.00 Hours	Submitted	View

Timecard #178536 has been created/updated.

No Timesheets found.

Client	Date	Hours	Action	Status
Medical Professionals Client, Newport Beach Openings (178536)	04/07/2019	26.25 Hours		Rejected

Pay History

Choose “Pay History”.
Use the **View** button to view and print your deposit advice.

Pay History

Date Range 03/22/2019 - 04/03/2019

Medical Professionals			
03/29/2019	# DD_1037478	\$ 612.18 Net	View
Direct Deposit			
Medical Professionals			
03/22/2019	# DD_1037150	\$ 626.91 Net	View
Direct Deposit			