



Seniorsitters, Inc.

October 2016 Newsletter

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Williams

Going over the rules again.....



I know everyone is tired of the same stuff in the newsletter, but there are still too many people that repeatedly do not follow the rules so here they are again.

1. Timesheets are due by Monday of each pay week before the close of business. **NO EXCEPTIONS!!!** Your check will be held up if your timesheets are not on time.

2. Only use blue or black ink when filling out timesheets. No markers, pencils, or any other color ink.

3. **NO WHITE-OUT** on timesheets for any reason.

4. If you are running late for any reason, notify your client as well as the office staff.

5. If you are not needed for any reason at your

clients home, call the office staff to let us know.

6. You are not permitted to leave your client alone during your shift for any reason other than if it's work related to your client.

October Birthdays



Consumer's

William Bekavac
Albert Germany
Cora Howard
Robert Jones
Marion Smith
Earlene Thomas

Worker's

Brenda Coleman
Ravin Hughes
Janeen White
Tosi Wortham

Office Staff

Sharon Williams-
President/CEO





Important Message From the President of Seniorsitters, Inc.

As you all know, it is very important that you stay current with your yearly T/B testing. This is a mandatory, state regulated rule. If you do not stay in compliance with this rule, it can be cause for termination from our registry. With that being said, we

understand money can be tight sometimes. You may not have the money at the time that you need to have your T/B test done. So, what Sharon has decided to do is loan the money to whoever needs it so that they can stay current and get they're testing

done. If you borrow the money from Sharon, you must submit a receipt as proof. The money will also be taken out of your paycheck for reimbursement to Sharon. She is even willing to do payments if need be.

Columbus Day

In honor of Columbus Day, the office will be closed Monday October 10th, 2016.

Columbus Day
Observed the second
Monday of October



Halloween 2016

Halloween is Monday October 31, 2016. We here at Seniorsitters, Inc. would like to wish everyone a safe and happy Halloween.



Things around Pittsburgh to do for Halloween just to name a few:

- Kennywood Phantom Fright Nights: Fri & Sat nights-Now until Oct 30th
- Monroeville Mall-Trick or Treat Fri Oct 28th from 6p - 8p
- Pittsburgh Zoo-Zoo Boo Oct 22, 23, 29, 30 10a - 3p

