



*PCA Services provider in  
St. Paul, Minneapolis,  
and surrounding areas.*

**V-Care Home Health, Inc. | 1049 Payne Avenue, Saint Paul, MN 55130**  
Phone: **651-793-7635** | Fax: 651-793-7659 | [www.vcarehome.com](http://www.vcarehome.com) | [info@vcarehome.com](mailto:info@vcarehome.com)









# JANUARY 2020

| SUNDAY | MONDAY   | TUESDAY   | WEDNESDAY  | THURSDAY  | FRIDAY                            | SATURDAY |
|--------|--|---|--|---|-----------------------------------|----------|
|        |  |   | 1<br><b>CLOSED</b><br><b>NEW YEAR</b>                                  | 2   | 3<br>PAYDAY<br>12/08/19-12/21/19  | 4        |
| 5      | 6<br>TURN IN<br>TIMESHEETS:<br>12/22/19-01/04/20     | 7   | 8<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>12/22/19-01/04/20 | 9   | 10                                | 11       |
| 12     | 13   | 14  | 15   | 16  | 17<br>PAYDAY<br>12/22/19-01/04/20 | 18       |
| 19     | 20<br><b>CLOSED</b><br>Martin Luther<br>King Jr. Day | 21<br>TURN IN<br>TIMESHEETS:<br>01/05/20-01/18/20 | 22   | 23<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>01/05/20-01/18/20 | 24                                | 25       |
| 26     | 27   | 28  | 29   | 30  | 31<br>PAYDAY<br>01/05/20-01/18/20 |          |

\*Late timesheets **WILL NOT** be paid until the next payroll.

\*\***HOLIDAY**: Drop off timesheets in the slot on the door facing Cook Ave. Look for sign/label on the slot.

\*\*\*Please **REPORT ALL** client/PCA vacations and hospitalizations.





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# FEBRUARY 2020

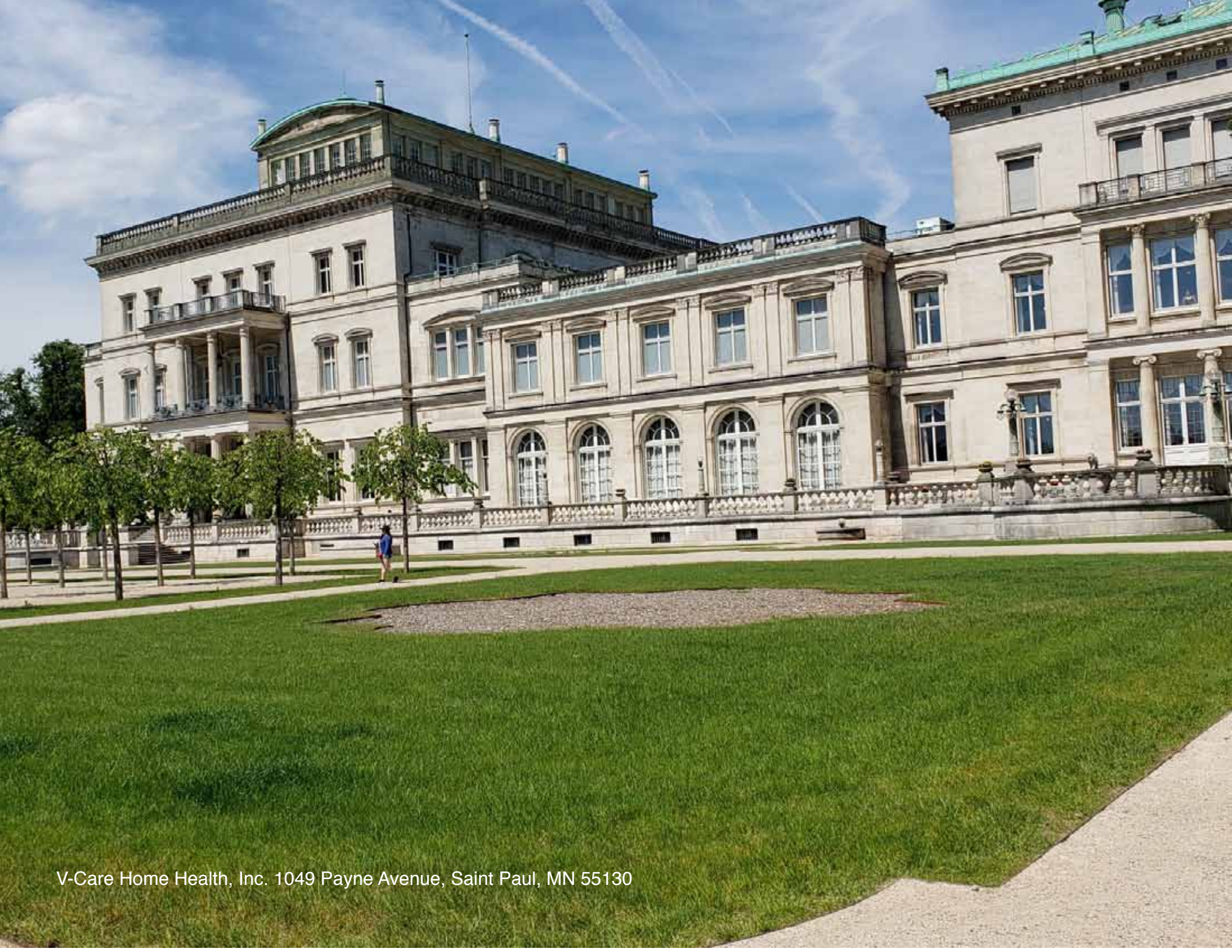
| SUNDAY | MONDAY   | TUESDAY   | WEDNESDAY  | THURSDAY  | FRIDAY                            | SATURDAY |
|--------|--|---|--|---|-----------------------------------|----------|
|        |  |   |  |   |                                   | 1        |
| 2      | 3<br>TURN IN<br>TIMESHEETS:<br>01/19/20-02/01/20 | 4   | 5<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>01/19/20-02/01/20 | 6   | 7                                 | 8        |
| 9      | 10   | 11  | 12   | 13  | 14<br>PAYDAY<br>01/19/20-02/01/20 | 15       |
| 16     | 17<br><b>CLOSED</b><br>Presidents' Day           | 18<br>TURN IN<br>TIMESHEETS:<br>02/02/20-02/15/20 | 19   | 20<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>02/02/20-02/15/20 | 21                                | 22       |
| 23     | 24   | 25  | 26   | 27  | 28<br>PAYDAY<br>02/02/20-02/15/20 | 29       |

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# MARCH 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY   | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|---|----------|-----------------------------------|----------|
| 1      | 2<br>TURN IN<br>TIMESHEETS:<br>02/16/20-02/29/20  | 3       | 4<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>02/16/20-02/29/20  | 5        | 6                                 | 7        |
| 8      | 9   | 10      | 11  | 12       | 13<br>PAYDAY<br>02/16/20-02/29/20 | 14       |
| 15     | 16<br>TURN IN<br>TIMESHEETS:<br>03/01/20-03/14/20 | 17      | 18<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>03/01/20-03/14/20 | 19       | 20                                | 21       |
| 22     | 23  | 24      | 25  | 26       | 27<br>PAYDAY<br>03/01/20-03/14/20 | 28       |
| 29     | 30<br>TURN IN<br>TIMESHEETS:<br>03/15/20-03/28/20 | 31      |   |          |                                   |          |

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# APRIL 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY  | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|--|----------|-----------------------------------|----------|
|        |   |         | 1<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>03/15/20-03/28/20  | 2        | 3                                 | 4        |
| 5      | 6   | 7       | 8  | 9        | 10<br>PAYDAY<br>03/15/20-03/28/20 | 11       |
| 12     | 13<br>TURN IN<br>TIMESHEETS:<br>03/29/20-04/11/20 | 14      | 15<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>03/29/20-04/11/20 | 16       | 17                                | 18       |
| 19     | 20  | 21      | 22   | 23       | 24<br>PAYDAY<br>03/29/20-04/11/20 | 25       |
| 26     | 27<br>TURN IN<br>TIMESHEETS:<br>04/12/20-04/25/20 | 28      | 29<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>04/12/20-04/25/20 | 30       |                                   |          |

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# MAY 2020

| SUNDAY | MONDAY  | TUESDAY   | WEDNESDAY  | THURSDAY   | FRIDAY                            | SATURDAY |
|--------|---|---|--|--|-----------------------------------|----------|
|        |   |   |  |  | 1                                 | 2        |
| 3      | 4   | 5   | 6  | 7  | 8<br>PAYDAY<br>04/12/20-04/25/20  | 9        |
| 10     | 11<br>TURN IN<br>TIMESHEETS:<br>04/26/20-05/09/20 | 12  | 13<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>04/26/20-05/09/20 | 14   | 15                                | 16       |
| 17     | 18  | 19  | 20   | 21   | 22<br>PAYDAY<br>04/26/20-05/09/20 | 23       |
| 24     | 25<br>CLOSED<br>Memorial Day                      | 26<br>TURN IN<br>TIMESHEETS:<br>05/10/20-05/23/20 | 27   | 28<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>05/10/20-05/23/20 | 29                                | 30       |
| 31     |   |   |  |  |                                   |          |

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# JUNE 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY  | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|--|----------|-----------------------------------|----------|
|        | 1   | 2       | 3  | 4        | 5<br>PAYDAY<br>05/10/20-05/23/20  | 6        |
| 7      | 8<br>TURN IN<br>TIMESHEETS:<br>05/24/20-06/06/20  | 9       | 10<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>05/24/20-06/06/20 | 11       | 12                                | 13       |
| 14     | 15  | 16      | 17   | 18       | 19<br>PAYDAY<br>05/24/20-06/06/20 | 20       |
| 21     | 22<br>TURN IN<br>TIMESHEETS:<br>06/07/20-06/20/20 | 23      | 24<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>06/07/20-06/20/20 | 25       | 26                                | 27       |
| 28     | 29  | 30      |  |          |                                   |          |

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# JULY 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY   | THURSDAY                         | FRIDAY                                    | SATURDAY |
|--------|---|---------|---|----------------------------------|---|----------|
|        |   |         | 1   | 2<br>PAYDAY<br>06/07/20-06/20/20 | 3<br><b>CLOSED</b><br>Independence<br>Day | 4        |
| 5      | 6<br>TURN IN<br>TIMESHEETS:<br>06/21/20-07/04/20  | 7       | 8<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>06/21/20-07/04/20  | 9                                | 10  | 11       |
| 12     | 13  | 14      | 15  | 16                               | 17<br>PAYDAY<br>06/21/20-07/04/20         | 18       |
| 19     | 20<br>TURN IN<br>TIMESHEETS:<br>07/05/20-07/18/20 | 21      | 22<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>07/05/20-07/18/20 | 23                               | 24  | 25       |
| 26     | 27  | 28      | 29  | 30                               | 31<br>PAYDAY<br>07/05/20-07/18/20         |          |

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# AUGUST 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY   | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|---|----------|-----------------------------------|----------|
|        |   |         |   |          |                                   | 1        |
| 2      | 3<br>TURN IN<br>TIMESHEETS:<br>07/19/20-08/01/20  | 4       | 5<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>07/19/20-08/01/20  | 6        | 7                                 | 8        |
| 9      | 10  | 11      | 12  | 13       | 14<br>PAYDAY<br>07/19/20-08/01/20 | 15       |
| 16     | 17<br>TURN IN<br>TIMESHEETS:<br>08/02/20-08/15/20 | 18      | 19<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>08/02/20-08/15/20 | 20       | 21                                | 22       |
| 23     | 24  | 25      | 26  | 27       | 28<br>PAYDAY<br>08/02/20-08/15/20 | 29       |
| 30     | 31<br>TURN IN<br>TIMESHEETS:<br>08/16/20-08/29/20 |         |   |          |                                   |          |

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# SEPTEMBER 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY   | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|---|----------|-----------------------------------|----------|
|        |   | 1       | 2<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>08/16/20-08/29/20  | 3        | 4                                 | 5        |
| 6      | 7<br><b>CLOSED</b><br>Labor Day                   | 8       | 9   | 10       | 11<br>PAYDAY<br>08/16/20-08/29/20 | 12       |
| 13     | 14<br>TURN IN<br>TIMESHEETS:<br>08/30/20-09/12/20 | 15      | 16<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>08/30/20-09/12/20 | 17       | 18                                | 19       |
| 20     | 21  | 22      | 23  | 24       | 25<br>PAYDAY<br>08/30/20-09/12/20 | 26       |
| 27     | 28<br>TURN IN<br>TIMESHEETS:<br>09/13/20-09/26/20 | 29      | 30<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>09/13/20-09/26/20 |          |                                   |          |

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# OCTOBER 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY  | THURSDAY | FRIDAY                            | SATURDAY |
|--------|---|---------|--|----------|-----------------------------------|----------|
|        |   |         |  | 1        | 2                                 | 3        |
| 4      | 5   | 6       | 7  | 8        | 9<br>PAYDAY<br>09/13/20-09/26/20  | 10       |
| 11     | 12<br>TURN IN<br>TIMESHEETS:<br>09/27/20-10/10/20 | 13      | 14<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>09/27/20-10/10/20 | 15       | 16                                | 17       |
| 18     | 19  | 20      | 21   | 22       | 23<br>PAYDAY<br>09/27/20-10/10/20 | 24       |
| 25     | 26<br>TURN IN<br>TIMESHEETS:<br>10/11/20-10/24/20 | 27      | 28<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>10/11/20-10/24/20 | 29       | 30                                | 31       |

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# NOVEMBER 2020

| SUNDAY | MONDAY  | TUESDAY | WEDNESDAY  | THURSDAY                     | FRIDAY                            | SATURDAY |
|--------|---|---------|--|------------------------------|-----------------------------------|----------|
| 1      | 2   | 3       | 4  | 5                            | 6<br>PAYDAY<br>10/11/20-10/24/20  | 7        |
| 8      | 9<br>TURN IN<br>TIMESHEETS:<br>10/25/20-11/07/20  | 10      | 11<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>10/25/20-11/07/20 | 12                           | 13                                | 14       |
| 15     | 16  | 17      | 18   | 19                           | 20<br>PAYDAY<br>10/25/20-11/07/20 | 21       |
| 22     | 23<br>TURN IN<br>TIMESHEETS:<br>11/08/20-11/21/20 | 24      | 25<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>11/08/20-11/21/20 | 26<br>CLOSED<br>Thanksgiving | 27<br>CLOSED<br>Thanksgiving      | 28       |
| 29     | 30  |         |  |                              |                                   |          |

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# DECEMBER 2020

| SUNDAY | MONDAY   | TUESDAY | WEDNESDAY  | THURSDAY                              | FRIDAY                            | SATURDAY |
|--------|--|---------|--|---------------------------------------|-----------------------------------|----------|
|        |  | 1       | 2  | 3                                     | 4<br>PAYDAY<br>11/08/20-11/21/20  | 5        |
| 6      | 7<br>TURN IN<br>TIMESHEETS:<br>11/22/20-12/05/20   | 8       | 9<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>11/22/20-12/05/20      | 10                                    | 11                                | 12       |
| 13     | 14   | 15      | 16   | 17                                    | 18<br>PAYDAY<br>11/22/20-12/05/20 | 19       |
| 20     | 21<br>TURN IN<br>TIMESHEETS:<br>12/06/20- 12/19/20 | 22      | 23<br>LAST DAY TO<br>TURN IN<br>TIMESHEETS:<br>12/06/20-<br>12/19/20 | 24                                    | 25<br>CLOSED<br>Christmas Day     | 26       |
| 27     | 28   | 29      | 30   | 31<br>PAYDAY<br>12/06/20-<br>12/19/20 |                                   |          |

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# JANUARY 2021

| SUNDAY | MONDAY   | TUESDAY   | WEDNESDAY  | THURSDAY  | FRIDAY                                | SATURDAY |
|--------|--|---|--|---|---------------------------------------|----------|
|        |  |   |  |   | 1<br><b>CLOSED</b><br><b>NEW YEAR</b> | 2        |
| 3      | 4<br>TURN IN<br>TIMESHEETS:<br>12/20/20-01/02/21     | 5   | 6<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>12/20/20-01/02/21 | 7   | 8                                     | 9        |
| 10     | 11   | 12  | 13   | 14  | 15<br>PAYDAY<br>12/20/20-01/02/21     | 16       |
| 17     | 18<br><b>CLOSED</b><br>Martin Luther<br>King Jr. Day | 19<br>TURN IN<br>TIMESHEETS:<br>01/03/20-01/16/20 | 20   | 21<br><b>LAST DAY TO</b><br>TURN IN<br>TIMESHEETS:<br>01/03/20-01/16/20 | 22                                    | 23       |
| 24     | 25   | 26  | 27   | 28  | 29<br>PAYDAY<br>01/03/20-01/16/20     | 30       |
| 31     |  |   |  |   |                                       |          |

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