

# WAYPOINT CENTRE for MENTAL HEALTH CARE

## AVAILABILITY SHEET

**Schedule Date:** November 10, 2025      **TO:** December 21, 2025

**NAME:** \_\_\_\_\_ **Please (click):** Full Time      Part time      Casual  
**Program:** \_\_\_\_\_ **Skill (click):** RN                      RPN      PCA      OSW  
**Contact Number:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_

**Split Shifts (circle):** Yes      No      **Max hrs per Pay Period:** \_\_\_\_\_  
 (For PT: minimum 24 hrs per week)

E-mail: @staffingoffice, your Clinical Manager and cc your Unit Clerk

**Availability must be received by: October 6, 2025**

**PLEASE NOTE:** Availability should be submitted by due date after the **24 hour** schedule is posted. Please mark only the dates and times that you are **AVAILABLE** to be scheduled for. If you do not submit your availability by the date indicated, you will only be scheduled the **24 hours previously scheduled**.

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Nov 10		Nov 11 (H)		Nov 12		Nov 13		Nov 14		Nov 15		Nov 16	
7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11	
11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15	
15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19	
19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23	
23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7	
All Day		All Day		All Day		All Day		All Day		All Day		All Day	

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Nov 17		Nov 18		Nov 19		Nov 20		Nov 21		Nov 22		Nov 23	
7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11	
11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15	
15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19	
19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23	
23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7	
All Day		All Day		All Day		All Day		All Day		All Day		All Day	

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Nov 24		Nov 25		Nov 26		Nov 27		Nov 28		Nov 29		Nov 30	
7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11	
11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15	
15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19	
19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23	
23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7	
All Day		All Day		All Day		All Day		All Day		All Day		All Day	

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Dec 1		Dec 2		Dec 3		Dec 4		Dec 5		Dec 6		Dec 7	
7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11	
11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15	
15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19	
19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23	
23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7	
All Day		All Day		All Day		All Day		All Day		All Day		All Day	

Two additional weeks on back

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MONDAY Dec 8		TUESDAY Dec 9		WEDNESDAY Dec 10		THURSDAY Dec 11		FRIDAY Dec 12		SATURDAY Dec 13		SUNDAY Dec 14	
	7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11
	11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15
	15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19
	19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23
	23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7
	All Day		All Day		All Day		All Day		All Day		All Day		All Day

MONDAY Dec 15		TUESDAY Dec 16		WEDNESDAY Dec 17		THURSDAY Dec 18		FRIDAY Dec 19		SATURDAY Dec 20		SUNDAY Dec 21	
	7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11		7 to 11
	11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15		11 to 15
	15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19		15 to 19
	19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23		19 to 23
	23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7		23 to 7
	All Day		All Day		All Day		All Day		All Day		All Day		All Day

Date Received: \_\_\_\_\_