

# WAYPOINT CENTRE for MENTAL HEALTH CARE

## AVAILABILITY SHEET

**Schedule Date:** January 20, 2025      **TO:** March 2, 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: December 16, 2024**

**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
Jan 20	Jan 21	Jan 22	Jan 23	Jan 24	Jan 25	Jan 26
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
Jan 27	Jan 28	Jan 29	Jan 30	Jan 31	Feb 1	Feb 2
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
Feb 3	Feb 4	Feb 5	Feb 6	Feb 7	Feb 8	Feb 9
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
Feb 10	Feb 11	Feb 12	Feb 13	Feb 14	Feb 15	Feb 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

Two additional weeks on back

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MONDAY Feb 17 (H)		TUESDAY Feb 18		WEDNESDAY Feb 19		THURSDAY Feb 20		FRIDAY Feb 21		SATURDAY Feb 22		SUNDAY Feb 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 Feb 24		TUESDAY Feb 25		WEDNESDAY Feb 26		THURSDAY Feb 27		FRIDAY Feb 28		SATURDAY Mar 1		SUNDAY Mar 2	
	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: \_\_\_\_\_