WIC Nutrition Education Breastfeeding Time Study

TS-151 EMPLOYEE DAILY ACTIVITY LOG

Date Prepared	Log Period	Employee Name	LA#	Reviewed By	Date Reviewed
2-22-02	I	Jane Doe	99	C.C.	2-23-03

Describe Activity (Or Participant ID)	Start Time	**A.** Total Minutes of Nutrition Education Activities (other than breastfeeding)	**B.** Total Minutes of Breastfeeding Promotion and Support Activities	**LA Internal Use Only**		
				C. Other WIC Activities (Non-Nutrition Education)	**D.** Other Activities (Non-WIC Program)	**E.** Total Minutes (A, B, C, D)
Travel from Main Office	8:00 a			30		30
WIC paperwork	8:30			15		15
WIC participant #01	8:45	10				10
WIC paperwork	8:55			20		20
WIC participant #02	9:15	5	5	10		20
WIC participant #03	9:35	15		10		25
break	10:00			15		15
preparation for class	10:15		45			45
class – WIC	11:00	45	15			60
participants #04,05,06						
lunch (non-work time)	12:00					
WIC participant #07	12:30	10		20		30
WIC participant #08	1:00	10	10	10		30
sick leave – med appt.	1:30					180
DAILY TOTALS		**95**	**75**	**310**	**0**	**480**

SAMPLE

According to Authority of Public Act 368, 1978
DCH-0242