



PCA & Homemaker Services

2022 Timesheet Due and Payroll Calendar

Timesheet Date	Due by 5 PM	Pay Day
1. 01/01/2022 - 01/14/2022	01/18/2002	01/28/2022
2. 01/15/2022 - 01/28/2022	02/01/2022	02/11/2022
3. 01/29/2022 - 02/11/2022	02/15/2022	02/25/2022
4. 02/12/2022 - 02/25/2022	03/01/2022	03/11/2022
5. 02/26/2022 - 03/11/2022	03/15/2022	03/25/2022
6. 03/12/2022 - 03/25/2022	03/29/2022	04/08/2022
7. 03/26/2022 - 04/08/2022	04/12/2022	04/22/2022
8. 04/09/2022 - 04/22/2022	04/26/2022	05/06/2022
9. 04/23/2022 - 05/06/2022	05/10/2022	05/20/2022
10. 05/07/2022 - 05/20/2022	05/24/2022	06/03/2022
11. 05/21/2022 - 06/03/2022	06/07/2022	06/17/2022
12. 06/04/2022 - 06/17/2022	06/21/2022	07/01/2022
13. 06/18/2022 - 07/01/2022	07/05/2022	07/15/2022
14. 07/02/2022 - 07/15/2022	07/19/2022	07/29/2022
15. 07/16/2022 - 07/29/2022	08/02/2022	08/12/2022
16. 07/30/2022 - 08/12/2022	08/16/2022	08/26/2022
17. 08/13/2022 - 08/26/2022	08/30/2022	09/09/2022
18. 08/27/2022 - 09/09/2022	09/13/2022	09/23/2022
19. 09/10/2022 - 09/23/2022	09/27/2022	10/07/2022
20. 09/24/2002 - 10/07/2022	10/11/2022	10/21/2022
21. 10/08/2022 - 10/21/2022	10/25/2022	11/04/2022
22. 10/22/2022 - 11/04/2022	11/08/2022	11/18/2022
23. 11/05/2022 - 11/18/2022	11/22/2022	12/02/2022
24. 11/19/2022 - 12/02/2022	12/06/2022	12/16/2022
25. 12/03/2022 - 12/16/2022	12/20/2022	12/30/2022
26. 12/17/2022 - 12/30/2022	01/03/2023	01/13/2023
27. 12/31-2022 – 01/13/2023	01/17/2023	01/27/2023

An individual timesheet are due every other Tuesday by 4 PM. Each timesheet runs from Saturday-Friday and covers two weeks. Paydays are every other Friday.

All timesheet are due date-stamped when they are received at the office. Timesheets submitted past the Tuesday deadline will not be processed and paid until the next payday.

Timesheet can be dropped off or Fax to Alliance Home Care Services:

Alliance Home Care Services

1977 Nortonia Ave, Saint Paul, MN 55119

Phone: (651)-399-4923/Fax: (651)-666-1229

(If you arrive and find the office is locked, please drop your timesheets in the secure mailbox outside the door)