

month	year	Summary sheet																	
-------	------	---------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Massage staffing												Compliance		Receipt				
Day	max	exp.hrs	staffed hr	% staff tot	%staff exp	cash	ins	MA/CA	staff tx	tx hours	Total Dep	Utilization/total hrs	sched hrs	tx hours	%age	recep	open	
Fri	1	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!			
Sat	2	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Sun	3	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Mon	4	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Tue	5	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Wed	6	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Thu	7	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Fri	8	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	Utilization/staff hrs	0	0	#DIV/0!			
Sat	9	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!			
Sun	10	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Mon	11	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Tue	12	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Wed	13	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Thu	14	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Fri	15	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
subtotal	0	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!	0	0	
												\$0.00						
Sat	16	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!			
Sun	17	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Mon	18	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Tue	19	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Wed	20	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Thu	21	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Fri	22	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Sat	23	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	Utilization/staff hrs	0	0	#DIV/0!			
Sun	24	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!			
Mon	25	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Tue	26	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Wed	27	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Thu	28	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Fri	29	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Sat	30	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0		0	0	#DIV/0!			
Sun	31	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	0	0	#DIV/0!				
subtotal	0	0	0	0	#DIV/0!	#####	0	0	0	0	0		0	0	#DIV/0!	0	0	
												\$0.00						
totals	0	0	0	#DIV/0!	#DIV/0!	0	0	0	0	0	\$0.00	util	#DIV/0!	0	0	#DIV/0!		
goals				95%	92%							Max	#DIV/0!					
actual				#DIV/0!	#####						#DIV/0!							
distrib						#DIV/0!	#####	#####	#####	#####								



www.roysteinberg.com | 425.883.8783 | roy@steinbergsite.com

Copywriter @ 2020 Steinberg Consulting Services, Inc. All rights reserved. This document may not be shared or replicated.

Disclaimer: This is document should not be considered a tool for financial or operational advice. This excel document should be used a template only, any calculations should be audited by an external source. You should seek appropriate counsel for your own situations.

1 Name 1

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hot stones	aroma	onsite	utilization	comments		
1							0				#DIV/0!			
2							0							
3							0							
4							0							
5							0							
6							0							
7							0							
8							0							
9							0							
10							0					tot hrs/pay period		
11							0					0		
12							0							
13							0							
14							0							
15							0							
sub	0	0	0	0	0	0	0	0	0	0				

Day	expect hrs	clock hrs	cash	ins	MA/CA	Staff Tx	total hrs	hotstones	aroma	onsite	utilization	comments		
16							0				#DIV/0!			
17							0							
18							0							
19							0							
20							0							
21							0							
22							0							
23							0							
24							0					tot hrs/pay period		
25							0					0		
26							0							
27							0							
28							0							
29							0							
30							0							
31							0							
sub	0	0	0	0	0	0	0	0	0	0				

total	0	0	0	0	0	0	0	0	0	0	#DIV/0!	
wellness eligible?	yes					lead?					annual?	hire mo
PT/FT	Full					over 80?	~				hire yr	
elig date						over 100?	~					
level						sr. LMP?						
						# shifts	0					

2 Name 2

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hot stones	aroma	onsite	utilization	comments
1							0					
2							0					
3							0					

4							0				#DIV/0!
5							0				
6							0				
7							0				
8							0				
9							0				
10							0				
11							0				
12							0				
13							0				
14							0				
15							0				
subtotal	0	0	0	0	0	0	0	0	0	0	
tot hrs/pay period											
0											

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hotstones	aroma	onsite	utilization	comments
16							0				#DIV/0!	
17							0					
18							0					
19							0					
20							0					
21							0					
22							0					
23							0					
24							0					
25							0					
26							0					
27							0					
28							0					
29							0					
30							0					
31							0					
subtotal	0	0	0	0	0	0	0	0	0	0		
tot hrs/pay period												
0												

total	0	0	0	0	0	0	0	0	0	0	#DIV/0!
-------	---	---	---	---	---	---	---	---	---	---	---------

wellness eligible?	
PT/FT	
elig date	
level	

lead?	
over 80?	~
over 100?	~
sr. LMP?	
# shifts	0

annual?	hire mo	
	hire yr	

3 Name 3

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hot stones	aroma	onsite	utilization	comments
1							0				#DIV/0!	
2							0					
3							0					
4							0					
5							0					
6							0					
7							0					
8							0					
9							0					
10							0					
11							0					
12							0					
13							0					
14							0					
15							0					
sub	0	0	0	0	0	0	0	0	0	0		
tot hrs/pay period												
0												

Day	expect hrs	clock hrs	cash	ins	MA/CA	Staff Tx	total hrs	hotstones	onsite	utilization	comments
-----	------------	-----------	------	-----	-------	----------	-----------	-----------	--------	-------------	----------

total	0	0	0	0	0	0	0	0	0	0	#DIV/0!
-------	---	---	---	---	---	---	---	---	---	---	---------

wellness eligible?	no	lead?		annual?	hire mo	
PT/FT		over 80?		hire yr		
elig date		over 100?				
level		sr. LMP?				
		# shifts				

5 **Name 5**

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hot stones	aroma	onsite	utilization	comments
1							0				#DIV/0!	
2							0					
3							0					
4							0					
5							0					
6							0					
7							0					
8							0					
9							0					tot hrs/pay period
10							0				0	
11							0					
12							0					
13							0					
14							0					
15							0					
subtotal	0	0	0	0	0	0	0	0	0	0		

Day	expect hrs	clock hrs	cash	ins	MA/CA	Staff Tx	total hrs	hotstones	aroma	onsite	utilization	comments
16							0				#DIV/0!	
17							0					
18							0					
19							0					
20							0					
21							0					
22							0					
23							0					
24							0					tot hrs/pay period
25							0				0	
26							0					
27							0					
28							0					
29							0					
30							0					
31							0					
subtotal	0	0	0	0	0	0	0	0	0	0		

total	0	0	0	0	0	0	0	0	0	0	#DIV/0!
-------	---	---	---	---	---	---	---	---	---	---	---------

wellness eligible?		lead?		annual?	hire mo	
PT/FT		over 80?	~	#REF!	hire yr	
elig date		over 100?	~			
level		sr. LMP?				
		# shifts	0			

6

Name 6

Day	expect hrs	clock hrs	cash	ins	MA/CA	staff tx	total hrs	hot stones	aroma	onsite	utilization	comments	
1							0				#DIV/0!		
2							0						
3							0						
4							0						
5							0						
6							0						
7							0						
8							0						
9							0						
10							0						
11							0						
12							0						
13							0						
14							0						
15							0						
subtotal	0	0	0	0	0	0	0	0	0	0			

Day	expect hrs	clock hrs	cash	ins	MA/CA	Staff Tx	total hrs	hotstones	aroma	onsite	utilization	comments	
16							0				#DIV/0!		
17							0						
18							0						
19							0						
20							0						
21							0						
22							0						
23							0						
24							0						
25							0						
26							0						
27							0						
28							0						
29							0						
30							0						
31							0						
subtotal	0	0	0	0	0	0	0	0	0	0			

total	0	0	0	0	0	0	0	0	0	0	#DIV/0!
-------	---	---	---	---	---	---	---	---	---	---	---------

wellness eligible?		lead?	
PT/FT		over 80?	
elig date		over 100?	
level		sr. LMP?	
		# shifts	

annual?	hire mo	
#REF!	hire yr	