Vivine Purpose

655 Fairview Rd unit 135 Simpsonville, SC 29680

Divine Purpose Healthcare Solutions Effective October 1, 2021

Divine Purpose offers NEXT DAY PAY as well as weekly pay to all healthcare professionals assigned to our client facilities. Please review the guidelines carefully as they will be strictly enforced.

Procedure

- 1. The timesheet must be signed upon arrival and departure of your scheduled shift at the facility. The nurse signing off at the end of the shift is only authorized to sign if they witnessed your arrival time.
- 2. The timesheet must be signed by the nurse supervising your unit/floor at the end of your shift. If you leave early for any reason your timesheet should reflect that.
- 3. If your timesheet is not signed by a nurse for the arrival and departure time your timesheet will not be processed.
- 4. It is important that your timesheet matches the date and day you were scheduled to work. If it doesn't It will result in a delay in payment.
- 5. You must enter the time you arrive at the facility. If your shift starts at 7 a.m. you must be on the floor at 0645. You will ONLY be paid for the 15-minute early arrival and 15-minute late stay.
- 6. Your timesheet must be in our office by 10:00 a.m. to be processed for NEXTDAY PAY.
- 7. Accepting assignments through a facility and not authorized or confirmed through Divine Purpose healthcare solutions will result in nonpayment. It is your responsibility, not the responsibility of Divine Purpose Healthcare Solutions to assure your timesheets are accurate.

