Kronos Exception Log

Pay Period Ending: __3/30/19__

Employee Name	Date	MISSED Swipes (*Scheduled Time*) In	Out	Swiped Out: Early/Late*		Reason* (Provide a reason for either "missing a swipe" or for "swiping in early" or "swiping out late".	✓
Melissa Wynn RN	3/21/19 3/28/19					Community Health Kids in the Kitchen 3/21/19 3³⁰–5ᵖᵐ 3/28/19 3³⁰–5ᵖᵐ	

*Must be completed if you swiped in *8 minutes or more before* your scheduled time and/or *8 minutes after your scheduled time.*

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Sarah Kessler RN	3/21/19 3/28/19				Community Health Kids in Kitchen 3³⁰pm – 5ᵖᵐ	

*Must be completed if you swiped in *8 minutes or more before your scheduled time* and/or *8 minutes after your scheduled time.*

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