FAQ

Why isn't the timesheet tile I want showing up?

There are two reasons why a timesheet tile does not show up:

1. An outcome for that Service Type does not exist in the Staff Action Plan, or
2. All outcomes for that Service Type in the Staff Action Plan are of type "Task" and tasks cannot be attached to a timesheet.

Why doesn't the Timesheet tab appear? Why is the timesheet button greyed out?

Possible reasons for this are:

- The Staff Action Plan has not been signed and approved.
- There are no Goal or Support outcomes listed on the Staff Action Plan. Therefore, there are no outcomes to attach to any timesheets.

Can I have the same outcome on multiple timesheets?

Yes. Any outcome can be on any number of different timesheets.

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