

# Staff Action Plan Q&A - Timesheets/MSNs

---

## **Will each staff type still have their own timesheet?**

- Yes.

## **How will the information from the SAP translate to the timesheets/MSN?**

- The timesheets/MSN will include the Provider Assigned Goals and the staff action details.

## **How will the timesheets and MSNs be generated now?**

- Timesheets will continue to be generated by Harmonix until electronic timesheets are up and running.
- MSNs will continue to be generated by the Self-Direction Coordinator until electronic MSNs are up and running.

## **If a behavior, nursing, or other plan is referenced in the SAP, how will that translate onto the timesheet?**

- If there is another plan in place, please ensure that staff are aware, fully trained, and have access to a copy as needed. The timesheets are only reflecting the PAG and staff action details.

## **If we haven't completed an SAP yet, where can we find the current timesheet/MSN?**

- Please reach out to your SDC for all current timesheets and MSNs.

---

🕒Revision #2

★Created Tue, Dec 1, 2020 4:10 PM by [Admin](#)

✎Updated Sat, Dec 14, 2024 1:37 AM by [Elizabeth Lukan](#)