

McLaren Print System Order

Order No: 6948
Order Date: 2014-11-06
User: Jayme Strehlke
Phone: 248-338-5138

Ship Location: McLaren Oakland - CSR / Jayme Strehlke
50 West Perry
Pontiac, MI 48342

Forms
Quantity: 100
Paragon Dept No: 375
Dept Name: McLaren Oakland - CSR
Company Number: 60

Order Total Price: 10.87

Item Number: MHCC-612
Item Description: Request for Scheduled Absence
Revision Date:
Print: 1 sided black and white
Paper: 3 Part (White, Yellow, Pink)
Size: 8.5 x 11
Fold:
Finish:
Drill:
Misc Info:

McLaren Health Region
 McLaren Cancer Management
 McLaren Children
 McLaren Community Learning
 McLaren Health Care
 McLaren Intensive Care
 McLaren Cancer Institute

McLaren Cancer Region
 McLaren Health Region
 McLaren Medical Group
 McLaren Rehabilitation
 McLaren Specialty Care
 McLaren Health Care
 McLaren Intensive Care
 McLaren Cancer Institute

Other _____

Request for Scheduled Absence

Today's Date: _____
To: _____
From: _____

I would like to request the following time off:
 PTO (for two week block, one of requests must be volume of all requested days)
 Other (for day, bi-weekly, etc.)
Date: _____

Comments: _____

PTO Request Available: _____ Not Approved
Approved: _____
I have used this request for time off without it correct.

Date: _____ Employee Signature: _____
Date: _____ Supervisor Signature: _____

McLaren Health Region
 McLaren Cancer Management
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