様式第1号の3(第2条関係)

従業者の勤務の体制及び勤務形態一覧表

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| 事業の種類 | | 指定特定相談支援　　・　指定障害児相談支援 | | | | | | | | | | | | | | | | 事業所・施設名 | | | | | | | |  | | | | | | | | | | |
| 職種 | 勤務形態 | 氏名 | 資格 | 週 | | 第1週 | | | | | | | 第2週 | | | | | | | 第3週 | | | | | | | 第4週 | | | | | | | 4週の合計 | 週平均の勤務時間 | 常勤換算後の人数 |
| 日付 | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 曜日 | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 合計 | | | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1週間に当該事業所・施設における常勤職員の勤務すべき時間数 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |
| サービス提供時間 | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

注意事項

　1　申請する事業に係る職員の1日当たりの勤務時間を4週間分記載してください。

　2　「勤務形態」欄には，①常勤・専従，②常勤・兼務，③非常勤・専従，④非常勤・兼務のいずれかを記載してください。

　3　算出に当たっては，小数点以下第2位を切り捨ててください。

　4　当該事業所・施設に係る組織体制図を添付してください。

　5　各事業所・施設において使用している勤務割表等(変更の届出の場合は，変更後の予定勤務割表等)により，届出の対象となる職員の職種，勤務形態，氏名，当該業務の勤務時間等が確認できる場合は，当該勤務割表等をもって添付書類として差し支えありません。