



Dear Prospective Volunteer,

Thank you for your interest in Asante Ashland Community Hospital's Volunteer Program. We value our volunteers and could not provide the quality of care to our patients and visitors without their important contributions. We are thrilled that you would like to join us.

We accept new volunteers throughout the year. Once your application is received you will be contacted to schedule a personal interview. The interview is designed to help us learn more about your goals, give you a better understanding of the various volunteer roles, and answer any questions you might have.

All new volunteers are required to complete a background check, TB skin test, and orientation. Due to the substantial investment of time, training, and testing, we do ask volunteers to commit to a minimum of 2 volunteer shifts per month for 6 consecutive months.

We look forward to meeting you and introducing you to the volunteer program at Asante Ashland Community Hospital. Our volunteers provide an array of services that impact our patients, families, visitors, and staff. We appreciate all they do and hope that you will join us.

If you have any questions please feel free to contact me at 541-201-4029

Sincerely,

Dawn Dille, MSW, LMSW
Planetree & Volunteer Coordinator
Dawn.Dille@asante.org



Asante Ashland Community Hospital
280 Maple Street
Ashland, Oregon 97520
(541) 201-4029
www.ashlandhospital.org

Volunteer Application

Name: _____ Date: _____

Address: _____

Home phone: _____ Work or cell phone: _____

email: _____

Educational background (high school, college, trade, etc.):

Professional license (if applicable): State _____ ID# _____ Expiration Date: _____

Experience (paid or volunteer)

Additional space on page 5 if needed; and/or attach resume

Organization: _____ Position: _____

Address: _____

Duties: _____

Organization: _____ Position: _____

Address: _____

Duties: _____

Are you currently working or studying? _____ What is your occupation or course of study? _____

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Please specify days and times during the week/weekend that you may be available:

	Mornings	Afternoons	Evenings
Mondays			
Tuesdays			
Wednesdays			
Thursdays			
Fridays			
Saturdays			
Sundays			

Please indicate your areas of interest. Check all that apply:

- Arts – Specify type(s): _____
 - Complementary Therapy – Reiki or Healing Touch
 - Gift Shop
 - Greeter/Ambassador/Guest Services
 - Library/Health Information Center
 - Med/Surg – Patient Companion
 - Music - Specify type(s): _____
 - Registration / Information Desk
 - Same Day Surgery
 - Spirituality / Lay Chaplain
 - Surgery Patient Liaison
 - Therapy Dog Visits
 - Clerical/Office support
 - Other: _____
-

Have you been an employee of Ashland Community Hospital? _____

Do you know anyone who is a current employee of Ashland Community Hospital?

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Please answer the following questions:

1. How did you hear about our volunteer opportunities? _____

2. Why do you want to be a volunteer for AACH?

3. What do hope to achieve by volunteering for AACH?

4. What qualities (skills, knowledge and experience) do you feel you can contribute?

Additional Comments:

Have you ever been convicted of a felony? _____ Yes _____ No
Have you ever been convicted of a misdemeanor? _____ Yes _____ No
If "yes" please explain. _____

(A misdemeanor or felony conviction will not necessarily disqualify you from being accepted as an AACH volunteer.)

References (at least 3)

Name	
Address	
Phone	
Relationship	

Name	
Address	
Phone	
Relationship	

Name	
Address	
Phone	
Relationship	

Name	
Address	
Phone	
Relationship	

A questionnaire may be mailed to all listed references

Experience (paid or volunteer)

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Organization: _____ Position: _____ Date _____

Address: _____

Duties: _____

Organization: _____ Position: _____ Date _____

Address: _____

Duties: _____

Asante Ashland Community Hospital is an Equal Opportunity Employer

AGREEMENT (PLEASE READ CAREFULLY)

Upon the signing of this application, I represent that all of the information now or hereafter given by me in support of my application for volunteerism is true and complete. I authorize you or your representative to verify any of the information concerning my employment, education, credit, criminal, motor vehicle report histories, personal references and military history with the appropriate individuals and /or institutions. I authorize them to release such information as you require, including my prior employment record, without any obligation to give me written notice of such disclosure. I hereby release you or your representative from any liability whatsoever as a result of such inquires and disclosures. I agree that any false information in support of my application may subject me to discharge at any time during the period of my volunteerism with Asante Ashland Community Hospital.

By signing here, I also agree to consider as confidential all information that I may hear directly or indirectly concerning a patient, doctor, staff member, or organization.

Application Date _____ Write usual signature _____

Please return completed application to: Dawn Dille, Planetree & Volunteer Coordinator, Asante Ashland Community Hospital, 280 Maple Street, Ashland, OR 97520
For questions, call Dawn at 541-201-4029 or e-mail: dawn.dille@asante.org

Volunteer Opportunities

Arts: Volunteers bring the arts into patient rooms by helping patients create art work (drawing, painting, poetry, etc) or creating art work for a patient while visiting with them. Volunteer shifts are available various hours throughout the week.

Gift Shop: The volunteer's primary role in the Gift Shop is to provide great customer service to Gift Shop patrons. Regular duties include helping customers find the "perfect gift" for a patient or staff member, taking phone orders for flowers, and arranging merchandise. Training will be provided for using the cash register and all other processes for the Gift Shop. Volunteer shifts are Monday thru Friday 10:00 am to 1:00 pm and 1:00 pm to 4:00 pm.

Guest Services: Our Guest Services volunteers provide excellent customer service to our patients and visitors. Responsibilities include greeting and escorting visitors in the hospital, running errands for staff, delivering meal trays and lab specimens, and providing assistance as needed for special projects. Volunteer shifts are available various hours throughout the week.

Library / Health Information Center: Volunteers assist patients and visitors with accessing accurate health and wellness information. Volunteer shifts are Monday through Friday 8:00 am to 12:00 pm and 12:00 pm to 4:00 pm.

Med / Surg Patient Companion: The volunteer's primary role is to provide comfort and companionship to patients and families through in-room visits. Additionally, volunteer will stock patient rooms, arranging and stocking comfort zones, pass beverages, and assist staff with other tasks as needed. Volunteer shifts are available various hours throughout the week.

Music: Volunteers play musical instruments for patients and staff in various locations throughout the hospital. Volunteer shifts are available various hours throughout the week.

Registration / Information Desk: Volunteers are stationed in our Out-Patient Registration Lobby. Volunteer duties include greeting patients and visitors, escorting them to their destinations, and directing them to various services available (Coffee Cart, Cafeteria, Gift Shop, Health Information Center, etc.). Volunteers also serve as the primary contact for surgery families. This includes providing updates and periodic rounds to assess comfort needs.

Reiki: Volunteers provide Reiki to patients and staff. Must be Reiki certified.

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Same Day Surgery: Volunteers assist staff with patient and family comfort. Duties include escorting patients to and orienting them in their rooms, assisting with room set-up, and chart preparation. Volunteer shifts are available Monday thru Friday from 6:00 am to 10:00 am, 10:00 am to 1:00 pm, and 1:00 pm to 4:00 pm.

Spirituality / Lay Chaplain: Volunteers provide comfort, support, and spiritual assessment for patients, families, and staff. Specialized spiritual care training provided. Volunteer shifts are available various hours throughout the week.

Surgery Patient Liaison: Volunteer Patient Liaisons provide outstanding customer service to our surgery patients and their families. Duties include tracking patients' progress through pre-op, surgery, recovery, and return to their room. Additionally, volunteers coordinate communication with staff and registration volunteers to keep families informed of progress and to ensure their comfort. Volunteer shifts are available Monday thru Friday 8:00 am to 12:00 pm and 12:00 pm to 4:00 pm.

Therapy Dog Visits: These volunteer teams provide support and comfort to our patients, staff, and visitors with through personalized therapy dog visits. Teams must be certified by an appropriate accreditation agency.

Clerical / Office Support: Volunteers assist various departments with assorted clerical duties. Computer work may be required in some areas.