



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 541-201-4285

Sincerely,

Valerie Chamberlain
Volunteer Program Specialist
Valerie.Chamberlain@asante.org



Ashland Community Hospital

Asante Ashland Community Hospital

280 Maple Street

Ashland, Oregon 97520

(541) 201-4285

www.asante.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): _____

Clerical/Office support

Complementary Therapy – Reiki

Gift Shop

Guest Services/Ambassador

Library/Health Information Center

Music - Specify type(s): _____

Registration / Information Desk

Same Day Surgery

Spirituality / Lay Chaplain

Therapy Dog Visits

Other: _____

Have you been an employee of Ashland Community Hospital? _____

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

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:

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, criminal, motor vehicle report histories, and personal references 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: Valerie Chamberlain, Volunteer Program Specialist, Asante Ashland Community Hospital, 280 Maple Street, Ashland, OR 97520. For questions, call Valerie at 541-201-4285 or e-mail: valerie.chamberlain@asante.org

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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.

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

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

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.

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.

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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.

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.