



DEPARTMENT OF VOLUNTEER SERVICES

REQUIREMENTS FOR ADULT VOLUNTEERS (AGES 18 AND OLDER)

Thank you for your interest in volunteering at Gaylord Specialty Healthcare! Please read this information carefully to be sure that you understand what is expected of our adult volunteer staff. Complete the entire application to help us identify where your valuable time and energy can be put to its best use. Please note that the application process takes approximately 4- 6 weeks; however, it may be shorter or longer as it is also at your own pace to complete. For questions and/or obtain more information, contact Elle Maron, Patient Experience & Volunteer Liaison at (203) 741-3321 or Dorothy Orłowski, Patient Relations & Volunteer Services Manager at (203) 741-3328.

Benefits:

Volunteering is as rewarding to the volunteer as it is beneficial to our patients, families, visitors and staff. Benefits include:

- Gaining experience and new skills.
- Making new friends.
- Giving back to the community.
- Being part of a team that promotes the best in healthcare.
- Interaction with patients, families, visitors, staff and fellow volunteers.
- Participation in annual recognition events after three months of service and hospital celebrations.

Expectations:

- Agree to volunteer a minimum of **four (4) hours* per each (1) one volunteer day.** (*See below)
- Agree to a minimum of **60 hours* of volunteering annually.** (*See below)
- Complete all application packet materials including a mandatory background check.
- Attend an interview and mandatory volunteer orientation which includes badge.
- Arrive on time for assignments, sign in and out each time, and provide adequate notice if unable to work.
- Respect and support patients, visitors, staff and other volunteers by abiding by hospital and volunteer services rules and guidelines.
- Adhere to the dress code which ensures that volunteers' appearance is appropriate and professional.
- Attend mandatory volunteer training sessions, department meetings/in-services and competency testing.
- Agree to receive annual mandatory annual influenza (flu) vaccination *unless* granted an exemption due to health or religious reasons. Request for influenza vaccination exemption deadline is August 15th annually.
- Understand that assignments cannot be guaranteed if an absence exceeds four (3-4) weeks.

Required Medical/Other Information prior to Starting:

- Documentation of two (2) negative Tuberculin Skin tests (PPD) performed within the past 12 months.
- If born after 1957, proof of immunity to Measles, Mumps and Rubella (MMR) and Varicella (chickenpox) or documentation of MMR and Varicella vaccinations.
- Submission of a signed physician statement attesting that you are able to volunteer.
- Mandatory Influenza (Flu) Vaccination verification.
- Mandatory COVID Vaccination verification.
- Two (2) references.

**The days/annual minimum hours requirement differs for participants in the Peer Mentor Program, Pet Therapy, Volunteer Musician Program, Chaplain Support/Eucharistic Ministry and Sunday Interfaith Worship Services.*