

Volunteer Service Description

<i>Position Title: SGH Orthopedics 4 N</i>	
<i>Objective:</i>	To provide comfort measures to the patient and family members either directly or indirectly and to provide an educational experience for the volunteer/intern. Can run errands in the hospital as requested by the staff.
<i>Hours:</i>	Monday-Sunday 10am-8pm
<i>Qualifications:</i>	Candidate should be in process of taking pre-requisite courses for applying to the Physical Therapy program. Friendly positive attitude. Works well with patients, staff and visitors. Service oriented individual with emphasis on compassion for patients and visitors.
<i>Training:</i>	Hospital orientation and specific departmental orientation.
<i>Competencies:</i>	Confidentiality Phone etiquette Works effectively with others Understanding and following directions (Once trained to dept.) can act without waiting for instructions
<i>Responsibilities:</i>	Answer patient call lights Visit with patients- read or talk with them Stock supplies, carts, and blanket warmers Assist unit secretary with breaking down patient charts and filing Run errands to the Lab and Central Supply Pass water to patients Can assist RN with discharge of patients Conduct follow-up discharge phone calls May observe rehabilitative therapy sessions Set up patient trays Chart packs Place lab results in front of charts Refill charts with progress notes and order sheets Copy Pneumococcal/Influenza protocol and put together Assist patients with Closed circuit training system Volunteers are encouraged to let staff know what they would like to do and learn after they have been initially trained Nursing Station: 733-8941