

BECOMING A VOLUNTEER FOR HOSPICE SOUTHEASTERN CONNECTICUT

requires

1. Completion of interest survey
2. Personal Interview with Director or Coordinator of Volunteers
3. Mastery of requisite competencies, per training outline, through Orientation/Training
 - Orientation for all volunteers (1 4-hr session)
 - Training for Patient Care volunteers (additional 20-24 hr course)
4. Completion of all appropriate paperwork , pre checklists
 - Complementary Therapists must submit copies of current professional licenses or certification.

Steps may be completed other than in the enumerated order.

PROCESS

- A training schedule will be posted on the Hospice SE CT website.
- An invitation to the General Orientation will go out 6 weeks in advance to all persons who've expressed interest in Hospice volunteering during the last 12 months but have not participated in any training.
- Press releases/announcements will be sent to area media and appropriate organizations, listing our number to call for specific information, 4 weeks prior to each General Orientation.
- Each interested person will be asked to complete an interest survey and return it to the office prior to the Orientation, unless they have already done so.
- Personal interviews will be scheduled to ensure that prospective volunteers are appropriate.
- Having attended the orientation and "passed" the interview, prospective Patient Care Volunteer will be invited to enroll in the PCV training course.
- Upon successful completion of orientation and/or training, new volunteers will be entered into the computer and officially activated!

NOTES:

- General Orientation will address Hospice Competencies #1, 2, 3, 4, 10 & 11
- Patient Care Training will review Competencies 1-4, 10 & 11, and will cover Competencies 5, 6, 7, 8, and 9.
- Persons interested must contact the Bereavement Coordinator to arrange for special training as support volunteers.
- Persons within one year of an acute personal loss, or participants in current bereavement support groups, will not normally be enrolled in the PCV training,

but may serve as general volunteers, with the approval of the Executive Director and Volunteer Director.

- Volunteers who were previously active with Hospice SE CT or other certified Hospice can be reinstated /activated with the approval of the Executive Director, after an interview with the Volunteer Director and completion of requisite paperwork.
- Prospective Patient Care Volunteers who were enrolled but did not complete a training course within the past 18 months, may join a course in progress to meet the unfulfilled competencies, with the approval of the Executive Director and Volunteer Director.
- Persons who participate in the Hospice Core Course may become Patient Care Volunteers without further training if they can demonstrate their understanding of the requisite core competencies, with the approval of the Executive Director and Director of Volunteers.
- Active Patient Care Volunteers may act as general volunteers after receiving instruction as needed, to deliver/pick up equipment
- Patient Care Volunteers will participate in additional training workshops to become Rose Delivery, Call Back Survey or nursing home volunteers.