

DESCRIPTION OF VOLUNTEER PARTICIPATION

Position: WHEELCHAIR ESCORT

Purpose: To escort Residents to hairdresser, recreational activities, Chapel, outside on premises, as requested.

Tasks and Responsibilities:

1. Ask Resident if he/she need assistance with transportation to destination. Always verify with nursing staff if in doubt as to whether or not the resident should go "off" their unit.
2. **Sign out** Resident at the Nursing Station.
3. Transport Resident as required using wheelchair safety techniques and etiquette.
4. Assist Resident in returning to their unit after the function.
5. If you are going outside, protect the resident and yourself. Hats are available at the
6. reception desk in the summer, make sure resident is dressed appropriately for the season.
7. A 10-15 minutes walk is probably enough. Consult with the resident often to see if they
8. wish to return inside
9. When returning from your walk, offer resident a glass of water or juice to prevent dehydration, if appropriate
10. **Sign in** Resident at the Nursing Station upon return.
11. Report any concerns to nurse on unit immediately
12. Familiarize yourself with St. Patrick's Home rules and regulations by reading and signing the Volunteer Services and Health and Safety Manuals.

Time Commitment:

- As determined with Coordinator of Volunteer Services

Skills and Qualifications:

- Good health
- Good interpersonal skills, honest, reliable, committed to time chosen
- General knowledge and understanding of the needs of the elderly
- Ability to follow instructions, work independently
- Interest in working with the elderly
- Ability to respect confidentiality
- Knowledge of wheelchair safety and etiquette
- Ability to project a positive/friendly attitude

Orientation and Training:

- A general orientation to the Home will be provided prior to beginning your responsibilities
- Wheelchair Safety and Etiquette
- Review the information available in the Volunteer Handbook
- Familiarization with the emergency codes and procedures
- Attendance to Fire & Safety, Infection Control, Abuse Prevention and Values Covenant Inservices is compulsory as soon as possible following the start of your assignment, yearly thereafter.
- Other professional educational opportunities are provided

Limits and Boundaries:

- Comfortable, flat closed-toe footwear must be worn at all times while on duty
- Resident must remain on St. Patrick's Home property at all times unless special permission has been granted by the nurse in charge
- Volunteers do not have permission to transfer residents
- Do not accept any gifts or money from residents
- Volunteers who do not adhere to the rules and procedures of St. Patrick's Home or who fail to satisfactorily perform their volunteer assignment are subject to dismissal

Health and Safety:

- Attendance to Fire & Safety, Infection Control, Abuse Prevention and Values Covenant Inservices is compulsory as soon as possible following the start of your assignment, yearly thereafter
- All workers under the Occupational Health and Safety Act have the responsibility to observe safe work practices, avoid risks and to use common sense. Any hazardous conditions or accidents whether anyone is hurt or not, should be reported immediately to your supervisor, unit nurse and/or Coordinator of Volunteer Services.
- Volunteers should not come to St. Pat's if they have a rash, cold or other infectious disease
- Influenza immunization is strongly recommended
- Handwashing is the best infection control

Accountability:

- Accountable to the Supervisor of the area you are assigned

Benefits:

- Exposure to the operation of St. Patrick's Home and to the field of gerontology
- Opportunity for leadership
- Increased knowledge and experience working with the elderly
- Self satisfaction of offering a service to residents
- References for future employment and/or educational pursuits can be obtained upon termination if a volunteer has been engaged for more than 40 hours
- Free parking is provided to volunteers
- Meal of beverage tickets are issued if you meet the criteria.
- Recognition events throughout the year