

VOLUNTEER APPLICATION FORM
Aspirus Divine Savior Hospital and Clinics

Application Date: _____ Available/Start Date: _____

Name (first and last): _____

Home Address: _____

Phone: _____
Home Phone Cell/Alternate Phone

Email Address (if applicable): _____

Birth Date (required): _____ Social Security Number (required): _____

Driver's License Number (required): _____

Have you ever been employed at Aspirus Divine Savior Hospital or Aspirus Health? _____ Yes _____ No

Emergency Contact Information: In the event of an emergency, whom should we notify?

Name (first and last): _____ Relationship: _____

Phone: _____
Home Phone Cell/Alternate Phone

HOW DID YOU HEAR ABOUT OUR VOLUNTEER PROGRAM?

BUSINESS, PROFESSIONAL OR VOLUNTEERS EXPERIENCE:

Example: Computer skills, knitting, former RN, etc.

PLEASE LIST ANY SPECIAL SKILLS AND/OR HOBBIES:

Example: Foreign Language, Arts, Reading, etc.

AVAILABILITY (Check all that apply): _____

_____ Mornings _____ Afternoons

_____ Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday
(OVER)

REFERENCES: Please list one NON-RELATIVE references.

Name (first and last): _____ Relationship: _____

Address: _____
Street/P.O. Box City State Zip

Phone: _____
Home Phone Cell/Alternate Phone

WHERE DO YOU WANT TO VOLUNTEER? Please check all opportunities that interest you.

- Tivoli – Activities Chaperone.** Chaperone residents for daily, weekly, and monthly fun activities as assigned by Activities Director, on campus and on bus trips.
- Hospital/Clinic Escort – Must be 16 and older.** Greet, direct, and assist hospital patients and visitors. Must be able to push a wheelchair.
- VolunTeen – Teenagers 16 and older.** Greet, direct, and assist hospital patients and visitors. Must be able to push a wheelchair.
- Courtesy Cart/Mail Runner – Must be 18. and older.** Deliver courtesy items (newspaper, crossword, coloring books) to Inpatient/OB and Infusion/Dialysis patients. Collect and deliver mail for various departments.
- Baby Blanket/Hat Knitter – Any age.** Create baby blankets and hats for our OB Department newborns to be dressed, warmed, and welcomed by a homemade gift.
- Home Care – Must be 18 and older.** Assist with creating admission packets, paper filing and various office tasks.
- Emergency Department – Must be 18. and older.** Greet patients and families in the Waiting Area, providing updates and escorted service to patients, families, and visitors throughout the medical complex.
- Surgical Department – Must be 18 and older.** Greet patients and families, provide updates and escorted service to patients, families, and visitors throughout the medical complex.
- Lab Department – Must be 18 and older.** Assist Lab personnel with delivering specimens between Phleb Station, ED, and Main lab. Assist with various paperwork tasks in Main lab.
- Gift Shop – Must be 18 and older.** Assist with daily operations, including greeting visitors, opening/closing of gift shop, and processing sales. Assist with various special fundraising sales.
- Cookie Bake Sale – Must be 18 and older.** Assist with monthly cookie baking and sales for scholarship fundraising. Bake and sell at the hospital front entrance. Order necessary supplies through the Dietary Department.

I understand and agree that submitting this application form does not automatically register me as an Aspirus Divine Savior Hospital and Clinics volunteer and that there may be certain qualifications I must meet, including the acceptance of established volunteer policies and procedures, completion of background information disclosure form, and health screenings before I may begin volunteering. By signing this form, I attest that the information I have provided on this form is true and accurate.

(Signature)

(Date)

Return to:
Aspirus Divine Savior Hospital
Attn: Volunteer Coordinator
2817 New Pinery Road
Portage, WI 53901

