

Steps to becoming a Volunteer at BGH



So, you know you want to become a Volunteer at BGH. But what do you need to do to become a volunteer? Here are the steps:

Come and say hello

You will meet with the Volunteer Coordinator, Liz Rogers. This is an initial chat to find out more about you, who you are, what you like doing and answer any questions you may have at the moment.

Volunteer Reference Checks

You need to ask 2 people to complete the reference check form. You may have worked with them in the past, or volunteered with them elsewhere. They might be your manager, supervisor, fellow/former work colleague, or a member of the church you attend. We ask that you don't use close family members or friends.

Police Reference Check

You will be given a covering letter by the Volunteer Coordinator, which you can present at the Police Station (Brockville or OPP, depending on where you live). You will need to have 2 reference checks performed Criminal Record Check for a Sexual Offence and Release & Discharge Relating to Consent to Disclosure of Criminal Information. Bring copies of the paperwork, once stamped and signed by the Police, back to the Volunteer Coordinator.

Orientation Session

You will attend a 2 hour orientation session with other new volunteers, led by the Volunteer Coordinator. We will be discussing, our Code of Conduct, Patient Confidentiality, Emergency Codes and what it means to be a volunteer at the hospital. Orientation sessions normally take place every month (except December). The Volunteer Coordinator will advise you of the time & date.

The next orientation will take place on:

Blood work & TB Testing

To make sure our patients are safe and that you are safe as well. All Volunteers have to have present documentation to show that they are up to date on all immunizations and have a TB test. If your family doctor has the information for your immunizations, we would require a copy of the page. If you don't have that, it's ok, we can arrange for you to meet with Occupational Health team and they will see that you have blood work done and receive your TB test from them.

Once you complete this process (which can take between 4-6 weeks), you will join your volunteer team and be given specific area training by your fellow volunteers.

Liz Rogers can be contacted at:

613 345 5649 x 52028 or at erogers@brockvillegeneralhospital.ca