



August 13, 2009

Dear Teenage Volunteer Applicant:

Thank you for your interest in our Teenage Volunteer Program at Sarasota Memorial Health Care System. There are several forms for you to download and complete. Please submit all the forms together, including the physician release and medical forms. The completed application will include the following:

- Application/Data Sheet for the Teenage volunteer program
- A brief summary of the services available for teens
- A parent release form
- A health screening parent release form
- Physician's release form **\*We will need proof of Varicella and MMR vaccines\*** along with the release.
- Recommendation form to be completed by a school counselor or teacher

*We will need your completed application, with all of the above forms completed, and a record of MMR and Varicella returned to us by **Friday, September 11, 2009** for you to participate in the Summer TAV program.*

***Hospital orientation will be held Monday, September 28, 2009 from 4:30 – 6:30 PM. It is mandatory to attend both Hospital Orientation and the orientation for the department in which you are assigned!***

Our service placement areas for the summer program are: Gift Shop, Waldemere Lobby Service and Discharge Services. Please carefully review the description of the services for volunteers, and indicate your first, second, and third selection.

**Department orientation dates are as follows:**

<b>Gift Shop:</b>	<b>Wednesday October 7th</b>	<b>3:30 - 5:00 PM</b>
<b>Discharge Services:</b>	<b>Thursday October 1st</b>	<b>4:30 - 6:30 PM</b>
<b>Waldemere Lobby</b>	<b>Wednesday September 30th</b>	<b>3:30 – 5:00 PM</b>

***Please remember that you need to attend hospital orientation on Monday, September 28th, in addition to the department orientation!***

The uniform for Teenage Volunteers will be a blue shirt with the TAV identification, Khaki or black slacks/trousers (not jeans or casual attire), and white soft-soled shoes, such as sneakers. The shirt will be available at the hospital orientation. The cost is \$25.00, which is non-refundable. Please make checks payable to Sarasota Memorial Hospital, Volunteer Services.

We look forward to having you join our volunteer program at Sarasota Memorial Healthcare System! If you have any questions, please call 917-6163.

Sincerely,

*Stacy Scott Berteau*

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Director, Volunteer Services