

# UNIONTOWN HOSPITAL

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## VOLUNTEER SERVICES

### Volunteer Commitment and Confidentiality Agreement

This is to acknowledge that I have reviewed the contents of the Volunteer Orientation Online Training. Furthermore, believing that Uniontown Hospital has real need of my services as a volunteer, I agree to:

- Be punctual and conscientious in the fulfillment of duties and accept supervision graciously.
- Conduct myself with dignity and consideration for others.
- Consider as confidential all information which I may hear directly or indirectly concerning Uniontown Hospital's patients, physicians, other professional staff, employees or any other volunteers, and will not seek confidential information in regard to the same.
- Endeavor to make my work of the highest quality.
- Uphold the standards of conduct of Uniontown Hospital which include, but are not limited to the following items:
  1. Volunteers are expected to uphold the policies and regulations established by Uniontown Hospital, the Volunteer Services Department, and to the department to which they are assigned.
  2. Volunteers are expected to report for their assignment in appropriate volunteer attire, uniform, and photo identification badge.
  3. Volunteers are expected to respect the rights of others and to respond with courtesy and consideration in all situations.
  4. Volunteers are expected to respect the property of others, including that of Uniontown Hospital.
  5. Volunteers are expected to respond honestly to all requests for information and on all documents of record, such as volunteer applications and time stamps/sheets.
  6. Volunteers are expected to adhere to professional ethics concerning the privacy of others and to treat all information regarding assignment related topics in a confidential manner.

- 7. Volunteers are expected to contribute to the productivity of their department and to the mission of Uniontown Hospital.
- 8. Volunteers are expected to contribute to sanitary conditions in their department and related areas.
- 9. Volunteers are expected to observe and comply with procedures relative to safety and security and refrain from activities which may endanger themselves or others, such as possession of unauthorized weapons, drugs or alcohol on Uniontown Hospital property.
- 10. Volunteers are expected to conduct themselves in a manner which is non-disruptive and non-detrimental to the operation, image and/or morale of others and Uniontown Hospital in particular.

I understand that the Volunteer Services Department reserves the right to terminate any volunteer status as a result of:

- a) Failure to comply with Uniontown Hospital’s policies and procedures.
- b) Failure to comply with the Volunteer Services Standards of Conduct.
- c) Absences without prior notification.
- b) Unsatisfactory attitude, work, or appearance.
- c) Any other circumstances which, in the judgement of the department director, would make my continued services as a volunteer contrary to the best interest of the hospital.

I understand all information presented in the training and I will abide by Uniontown Hospital’s Standards of Conduct.

I have read the above conditions and I agree to be bound by them.

<b>Name (please print):</b>	
<b>Signature:</b>	<b>Date:</b>
<b>Parent Signature:</b>	<b>Date:</b>