



## STEPS FOR NEW VOLUNTEERS:

Helping Hands, Giving Hearts

- ⇒ RSVP for the upcoming Volunteer Information and Orientation Session held the last Thursday of every month at 1:30 in the Volunteer Services office. If you can not attend at that time, call or email to make alternate arrangements: email: [cmartin@qhc.on.ca](mailto:cmartin@qhc.on.ca) or call: (613)392-2541 ext. 2689.
- ⇒ Provincial law mandates that anyone working/volunteering in the hospital must have health screening completed including TB testing and proof of immunization. Forms will be given out at the orientation session to take to your family doctor or to the health unit. There may be a fee for this service. The completed form should be handed in to the volunteer services office.
- ⇒ New volunteers must provide the TMH Auxiliary with an incident-free police background check.
- ⇒ All new volunteers become members of the TMH Auxiliary and receive its newsletter and can attend the general membership meetings.

**RSVP for Orientation: (613) 392-2541 ext. 5454**

Trenton Memorial Hospital Auxiliary



Physiotherapy

Inpatient Unit

Day Surgery

Rehabilitation

Emergency

OBSP

Coffee Bar

Gift Shop

Library Cart

Special Events

# Make Your Impact



Become a hospital volunteer:

**JOIN THE TMH AUXILIARY**

There are few organizations you could volunteer with that impact everyone, of all ages and circumstance; the TMH Auxiliary is one of them. This is an opportunity to invest your helping hands and giving heart to healthcare—something we all need.

The TMH Auxiliary provides Volunteer Services for the clients and staff of the healthcare facility and for the community. The fundraising projects are designed to augment the equipment and benefit projects directly related to the Trenton site of QHC.

### *Join the Trenton Memorial Hospital Auxiliary!*

#### **1. Physiotherapy Volunteer:**

Provide service and assistance to patients and staff in the Physiotherapy Department. Example of tasks: make compresses, porter patients, and supervise exercises.

#### **2. Inpatient Unit Volunteer:**

Provide service and assistance to patients and professional staff of the Medical/Surgical Ward. Example of tasks: Provide ice and drinking cups to each patient, pick up and deliver items for the main desk, and visit with the patient to find out if there is any general help they need eg. magazines, water plants etc.

#### **3. Day Surgery Volunteer:**

The position provides service and assistance to patients and professional staff in the Day Surgery Ward. Example of tasks: Provide basic information and greetings to patients entering the ward, always directing inquiries to the main desk; ensure proper supplies are available for the staff and patients; ensure bedding is correct and beds are in locked position; check general supplies of linens and towels for the days usage.

#### **4. Rehabilitation Volunteer:**

Provide service and assistance to patients and professional staff of the Rehabilitation Services at TMH. Example of tasks: Assist with activities, porter patients, provide support to patients participating in activities.

*(613) 392-2541 ext. 5454    [tmaux@qhc.on.ca](mailto:tmaux@qhc.on.ca)    [www.qhc.on.ca](http://www.qhc.on.ca)*

#### **5. Emergency Department Volunteer:**

Volunteers interact with patients and families in the Emergency department; direct or assist patients as appropriate; reassure and comfort patients; attend to non-medical needs and maintain communication with families.

#### **6. Ontario Breast Screening Program Volunteer:**

To act in a host manner to women coming in for mammograms. Volunteers show the patient to the change area, and the video room to view an informational video about breast examination.

#### **7. Coffee Bar Attendant:**

Provide courteous service to customers of the TMH Auxiliary Coffee Bar. Example of tasks: Make coffee, put out snacks, set up cream & sugar cart, restock supplies, receive and wrap baked products and operate cash.

#### **8. Gift Shop Volunteer:**

Provide courteous service to the customers of the TMH Auxiliary Gift Shop and provide information and guidance to individuals coming in to the main hospital entrance. The gift shop operates a “gift cart” that is taken throughout the hospital on a weekly basis.

#### **9. Book Cart Volunteer:**

Offer books and magazines to patients in the hospital. Example of tasks: stock the library cart with books and magazines, take it to specific areas of the hospitals and offer patients the reading materials to borrow during their stay at TMH.