



**Other Information:**

Do you know any volunteers at St. Francis Regional Medical Center? If yes, who? \_\_\_\_\_

Have you served with us as a volunteer before? If yes, when? \_\_\_\_\_

How did you learn about St. Francis Regional Medical Center? \_\_\_\_\_

**If the needs of St. Francis match the availability of the potential volunteer the following steps must be completed:**

1. Application received in Volunteer Office
2. Interview with a Volunteer Staff member
3. Completed criminal background investigation
4. References called
5. Attend volunteer orientation
6. TB (Mantoux) test administered and read
7. Review of immunization records and additional lab work or vaccination if necessary  
*Please attach your immunization record if available.*
8. Unit orientation

**You will be required to complete the following background investigation:**

Verified Credentials, Inc. (VCI) investigation: This is completed by all potential volunteers to search for all criminal charges, convictions, guilty pleas, and/or pleas of nolo contendere. You will be asked to complete a form identifying the counties and states in which you have lived and worked for the past seven years.

**PLEASE READ THOROUGHLY. A conviction record will not necessarily be a bar to volunteering.**

Have you ever been convicted, pleaded guilty or nolo contendere to a petty misdemeanor, misdemeanor, gross misdemeanor or felony? Please be sure to disclose all convictions, pleas of guilty and pleas of nolo contendere, even if the conviction or plea has been discharged, expunged or otherwise removed from your record.

No       Yes      Date of conviction or plea \_\_\_\_\_ State & county of conviction \_\_\_\_\_

**As a potential St. Francis Regional Medical Center Volunteer, I have reviewed the Mission, Vision, Standards of Behavior and Statement of Partnership and am willing to commit to them.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<p><b>For Volunteer Office use only:</b></p> <p><input type="checkbox"/> Called Applicant _____</p> <p><input type="checkbox"/> Scheduled interview _____</p> <p><input type="checkbox"/> Orientation scheduled _____</p> <p><input type="checkbox"/> References called _____</p> <p><input type="checkbox"/> CBC Clear _____</p> <p><input type="checkbox"/> Cleared by Occupational Health _____</p>	<p>Comments: _____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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