

GOLDEN HAVEN'S POLICY
ON
VOLUNTEER BEHAVIORAL CONDUCT AND TASK LIMITATIONS

1. Licensing requires that all volunteers must have a TB/infectious disease test and a criminal record clearance before they can be allowed to volunteer at Golden Haven.
2. Volunteers are limited to performing tasks that may be assigned by the Administrator or her designee.
3. Volunteers are required to use back support belts, goggles, masks, latex gloves, or any safety device or clothing that may be necessary to perform assigned tasks in a safe manner.
4. Any problem encountered must be reported immediately to the Administrator/her designee or whoever is in-charge for resolution. Volunteers cannot provide their own solutions to a problem that Management has jurisdiction over.
5. It is prohibited for any volunteer to hurt in any manner any resident or staff member under any circumstance.
6. Volunteers are expected to conduct themselves professionally while at the facility and its premises. Shouting, screaming, obscene language, and /or violent and aggressive behavior cannot be tolerated.
7. Volunteers are requested to time in and out of the facility when they report for duty.
8. Because of the fragile nature of many of Golden Haven's residents, volunteers must first ask permission before they can do anything with the resident to insure that no harm is done to the resident or the volunteer himself.

Every volunteer is expected to be guided by the provisions of this policy. Because of legal limitations and insurance liability provisions, we regret to state that we cannot accommodate the volunteer services of any individual who fails or neglects to be guided by this policy.

I have read and understood the above policy and will follow it during the entire time that I am volunteering here at Golden Haven.

Volunteer

Date