



VolunTeen Program – Summer 2018 Information

The Northside Forsyth VolunTeen program offers an excellent educational opportunity for high school teens, ages of 16-18, with an interest in healthcare. Our comprehensive six-week program allows students to experience the total healthcare environment through volunteer service. Each VolunTeen participant is trained and supervised by either a Northside Hospital Forsyth Auxiliary member or a hospital staff member, and assigned to one department. Teens volunteer one day each week for a 4-hour shift and may attend two Lunch and Learn events offered during the summer session. Participants that successfully complete the summer program, by receiving a satisfactory competency from their assigned department and attend at least one Lunch and Learn event, are invited to participate in our fall and spring programs. These students may reapply each year for the summer program as well.

2018 Summer VolunTeen Program Dates:

June 11, 2018 – July 20, 2018

Application Requirements

- Must be 16 years of age by January 1, 2018 and enrolled in high school. There are no exceptions to the age requirement.
- Must have an interest in healthcare.
- Must be committed to volunteering for the full six-week period, beginning June 11, 2018 and ending July 20, 2018.
- Must be able to complete one (1) 4-hour shift per week during the 6-week program. Morning and afternoon shifts are available (either 8 a.m. – 12 p.m. or 12 p.m. – 4 p.m.), Monday through Friday only. Weekend and evening shifts are not available options for VolunTeens.
- To receive full credit, participants must be present for the entire 4-hour shift and may only have one (1) excused absence during the six-week program period. No absences are permitted during the first week of the program.
- Must attend the mandatory orientation session on Thursday, May 31, 2018.
- Must attend at least one Lunch and Learn during the six-week program. Lunch and Learns are scheduled for June 19, June 29, July 2 and July 12, and reservations are required.
- Must wear appropriate uniform at all times while volunteering. Uniforms will be discussed at the interview and during orientation.



Additional Information

- ID badges and work placements will be distributed during mandatory orientation.
- VolunTeens will not work on Wednesday, July 4, 2018 in observation of Independence Day.
- Participation letters including number of hours volunteered and invitations for the year-round VolunTeen program are mailed to teens fulfilling the summer program requirements on August 10, 2018.
- Only teens who have volunteered during a summer session are eligible to volunteer during the school year.
- Returning VolunTeens are those who have volunteered with Northside Hospital Forsyth's VolunTeen program previously. Due to program differences, those who have volunteered at other Northside Hospital campuses must be considered new VolunTeens.

If you have additional questions or concerns, please contact Dianne Baker, VolunTeen Coordinator at 770-844-3390 or aux.volunteens@northside.com.



2018 VolunTeen Program Application Checklist

Please ensure all application materials are completed fully and submitted appropriately:

- Read through the application and program requirements listed online with your parents, and check your summer commitments for any conflicting dates.
- Complete online application.
- Complete all required printed forms listed below, and place them into one big envelope to ensure all your materials stay together.
 - VolunTeen Agreement
 - Parent/Guardian Agreement
 - TWO letters of recommendation from teachers – each one must be sealed in an envelope and signed across the seal.
- Mail your completed packet of forms to:

Northside Hospital Forsyth
ATTN: Dianne Baker, VolunTeen Coordinator
1200 Northside Drive
Cumming, GA 30041

DEADLINE: Online applications must be submitted and all printed materials must be received by **3 p.m. on Wednesday, February 28th**. Applications postmarked or delivered in-person after the deadline will not be considered.


**NORTHSIDE HOSPITAL
FORSYTH**

AUXILIARY

2018 VolunTeen Program VolunTeen Agreement

Northside Hospital Forsyth Auxiliary is a service and fundraising organization dedicated to the support of Northside Hospital, its patients, visitors and the community.

I understand and accept that in joining the Auxiliary and becoming a volunteer at Northside Hospital Forsyth, I agree to the following:

- To begin volunteering after the May 31, 2018 mandatory orientation.
- To wear my photo identification badge and official uniform at all times when working my service.
- To work once a week, in the service to which I am assigned, at the designated time.
- To give a service commitment of 20-24 hours during the summer session.
- To give advance notice to my department if I cannot come, except in the case of an emergency.
- Joining the auxiliary does not provide an opportunity for job shadowing or internship.

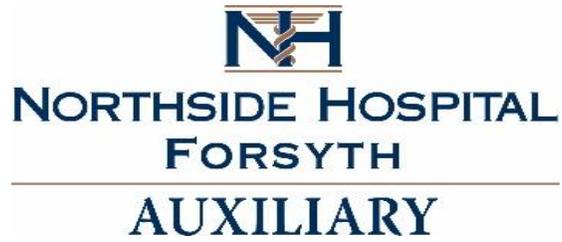
In witness of my signature below, I certify that all information provided in this application is true and correct to the best of my knowledge. I understand that any falsification or significant omission of any information requested herein will be considered sufficient cause for discharge without prior warning at any time during my service with Northside Hospital Forsyth Auxiliary.

I hereby elect and agree to be covered by Northside Hospital's Worker's Compensation Program for any accident or injury sustained during the course of my volunteer service to Northside Hospital, acknowledge that I am not considered an employee for any other purposes, and acknowledge that I am not entitled to any of the other benefits available to employees.

Volunteer Signature: _____ Date _____

Print Name: _____

Parent/Guardian Signature: _____ Date _____



2018 VolunTeen Program Parent/Guardian Agreement

Northside Hospital Forsyth Auxiliary is a service and fundraising organization dedicated to the support of Northside Hospital, its patients, visitors and the community.

The VolunTeen Program at Northside Hospital Forsyth is a group of young people giving their time and talents to community service in a hospital setting. This program will provide many learning experiences and hours of enjoyment for your teen, but there are many responsibilities expected of our volunteers as well. Both parent and teen should understand the seriousness in adhering to the rules and regulations set forth.

I hereby permit my son/daughter _____ to submit this application to join the VolunTeen Program of Northside Hospital Forsyth. If accepted into the program, I acknowledge the responsibilities and commitment involved, and will support my son/daughter in compliance with the associated rules and regulations. I will assume the responsibility for my transportation of my son/daughter.

Parent/Guardian Signature: _____ Date _____



2018 VolunTeen Program Teacher Recommendation

Applicant's Name: _____

Teacher's Name: _____

Subject: _____ Phone: _____

The student listed above is applying to the Northside Hospital Forsyth VolunTeen Summer Program. Our hospital is a service-centered facility supporting the medical needs of our community. Maturity is required in handling assignments given to our VolunTeen participants. We would appreciate your insight about this student's responsibility and dependability, as well as his/her maturity. Please place this form in a sealed envelope and place your signature across the seal. It is very important that this Recommendation Form be returned to the applicant prior to its submission due date of February 28, 2018.

On a scale of 1 to 5, rate the applicant on the following items.

1 = Strongly Disagree / 2 = Disagree / 3 = Unknown / 4 = Agree / 5 = Strongly Agree

I know the applicant very well. 1 2 3 4 5

I can depend on the applicant to complete assigned task without prompting. 1 2 3 4 5

The applicant acts maturely around both his/her peers and adults. 1 2 3 4 5

There are no behavioral issues with the applicant. 1 2 3 4 5

The applicant will have no trouble adhering to all policies and procedures, including the restriction of cell phone usage in the hospital. 1 2 3 4 5

The applicant adapts well to new situations. 1 2 3 4 5

Teacher's Signature: _____ Date: _____

Thank you for taking the time to complete this form.

Dianne Baker, VolunTeen Coordinator
Northside Hospital Forsyth

Email: aux.volunteers@northside.com
Phone: 770-844-3390



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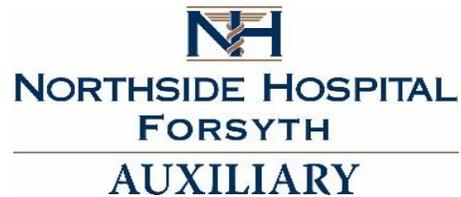
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Dianne Baker, VolunTeen Coordinator
Northside Hospital Forsyth

Email: aux.volunteers@northside.com
Phone: 770-844-3390



2018 VolunTeen Program Summer Schedule

January	Applications available online
February 2	Deadline for submitting applications by 3pm
March 10 and 17	Interview dates for new applicants
April 4	Decision letters mailed
April 30	Acceptance packet due
May 31	Mandatory orientation, 9 a.m. – 3 p.m.
June 11	Summer Session begins
June 19 and 29	Lunch and Learn – reservations required
July 2 and 12	Lunch and Learn – reservations required
July 4	VolunTeens will not work on Wednesday, July 4, 2018 in observation of Independence Day.
July 20	Summer session ends – all badges and code cards must be returned.
August 10	Participation letters with hours and invitations for the year-round program are mailed to teens fulfilling the summer program requirements.