

Volunteer Role Description

Covid-19 Active Response Volunteer Team

Role Purpose

Our COVID-19 Active Response Volunteers have been activated into this temporary role to support the COVID-19 response effort at Dorset County Hospital.

Key Tasks

Within the team you can choose to support one or more of the key areas which we have been tasked to support.

PPE Distribution Team

- Work in teams to pack PPE for distribution to Wards / Departments
- Deliver PPE to Wards / Departments in line with guidance issued.
- Liaise with procurement to feedback on distribution of PPE.

Donation Team

- Help collect donations to the hospital.
- Support the Donations co-ordinator on request with responding to emails and calls regarding donations.
- Collate donations and prep for distribution.
- Support the fair distribution of donations across the hospital
- Log donations.
- Photograph donations being distributed.
- Support the donations co-ordinator with than you as requested.

Other Tasks

- Support the facilities team and in particular the transport hub.
- Support creation of Activity packs for patients on wards.
- Support Wards / Departments with tasks which have been approved and checked prior by the volunteer team.
- Supporting the Pharmacy team with home deliveries

Qualities / Skills Required

- Reliable
- Patient and caring
- A good team player
- Empathy and sensitivity
- Able to use your own initiative

Outstanding care for people in ways which matter to them

- Good communication skills
- Aware of health and safety issues
- Imaginative, adaptable and creative
- Flexible

Volunteer Boundaries

All volunteers should be aware of the role boundaries which include:

- No Inpatient Contact
- No patient moving and handling should be carried out i.e. lifting patients out of their bed
- No handling of patient medical equipment i.e. instruments, syringes etc.
- No handling or disclosing patient information
- No handling of clinical waste
- No handling of body fluids

If ever in any doubt, you should speak to the Volunteer Support Team.

Training Provided

All volunteers fast tracked into this role will be given the Volunteer Essential skills training guide to read prior to starting along with a Volunteer Handbook.

You will receive a local induction prior to starting and be buddied up with a trained member of the team for your first few shifts.

Additional training will be given as required to support any new tasking.

Volunteer Commitment

All volunteers will be required to demonstrate the Trust values through their volunteering and abide by Trust Policies including for example, Confidentiality, Equality, Safeguarding, Infection Prevention and Control and Health and Safety. The Trust Values and policy details are included in the Trust volunteer induction training and handbook.

You are not under any contractual agreement within this role.

Volunteer Agreement

As a volunteer you will be asked to sign an agreement on completion of your volunteer induction training to confirm you understand the role and that you understand and will abide by the Trust policies and values. Once training is completed and the agreement is signed you will be able to commence in your volunteer role.

Support and Your Safety during COVID-19

In this role you will report to the Volunteer Support Team who will be on hand to answer questions and any concerns you may have.

The Volunteer support team are ensuring through liaison with the Infection Prevention and Control team that your safety at this time is a priority and we will update and issue ongoing guidance as relevant to ensure you have the correct training for Infection Prevention and the right PPE to carry out the tasks you have taken on.

Outstanding care for people in ways which matter to them