

Sparrow Health System Volunteer Services

POSITION DESCRIPTION

Title: Substance Abuse

Location: St. Lawrence Campus

Purpose: To enhance the quality of care delivered to patients in the various substance abuse treatment programs administered by the Behavioral Medicine Department.

Responsibilities: Interact with patients through listening, conversation and assistance with AA study periods.
Participate in class activities, group sessions, activity therapy and special program (Volunteers are restricted from individual counseling sessions.)
Assist with workbooks and study periods.
Attend staff and inservice meetings as able.

Requirements: Must register with the Department of Volunteer Services.
Must attend volunteer orientation and on the job training.
Must obtain TB test yearly.
Serve as a role model for consistent demonstration of Sparrow Health System's Customer Service Behavioral Standards of Performance, by respecting the Privacy and Confidentiality of those we serve.
Demonstrate knowledge and respect patient, service provider, organizational confidentiality and HIPAA Security procedures and protocols as defined under the HIPAA Privacy and Security Procedures.
Follow established HIPAA privacy procedures when using and/or disclosing protected health information.
Maintain and protect patient rights under the HIPAA Privacy Standards.

Qualifications: Able to relate well to persons of all races, creeds, ethnic backgrounds, age, sex and disabilities.
Be mature and self directed.
Prefer volunteers who are at least one year into recovery themselves or are family members of substance abusers.
Speech and hearing correctable to normal levels.
Able to respect patient confidentiality and privacy at all times.

Supervision: Direct supervision will be provided by the Charge Nurse in Substance Abuse or designated person.
Overall responsibility rests with the Program Coordinator of Volunteer Services.

Preferred Hours: Late afternoons, early evenings, weekends.