Position Title: Hospice House

Description and Purpose of the Unit:
Hospice House of Mid-Michigan is a 21 bed inpatient facility offering comfort care to those whose life expectancy is 6 months or less. Volunteers provide comfort measures and assist caregiver with various tasks.

Age of population served: Adult (18 to 64 years) & Geriatric (65 years and up)

Responsibilities: This description is intended to cover the minimum essential duties assigned on a regular basis. Volunteers may be asked to perform additional duties by their department.
- Direct patient contact in assisting terminally ill patients and their families.
- Provide companionship, respite, hands on patient care including feeding and answering call lights.
- May assist staff with turning and transferring patients.
- May also be asked to restock supplies and make beds.
- Special tasks may be assigned based on department and patient needs as well as the student's experience, level of comfort and interest.
- May be able to job shadow an RN or nursing assistant if interested.
- THIS IS A YEAR COMMITMENT (Beginning FALL thru SPRING semester)
- MUST ATTEND A UNIT TRAINING

Qualifications and Skills Needed:
- Students will need good communication and people skills to be able to interact with many different kinds of people, in a culturally sensitive manner.
- Must be mature and act in a professional manner that is consistent of the Sparrow I CARE Values

Required Responsibilities of the Volunteer
- Must be registered with Sparrow’s Volunteer Department.
- Must complete the Sparrow Hospital Orientation, unit training and annual safety training.
- Must adhere to the agreed upon work schedule.
- Maintain proper uniform including wearing the Sparrow ID Badge.
- Must provide proof of a negative TB test. Must renew on an annual basis.
- Must have flu vaccination if volunteering between the months of November 1-March 30.
- Adheres to ICARE values and standards of behavior (Innovation, Compassion, Accountability, Respect, Excellence).
- Role model behaviors that value the diversity of our caregivers, patients, volunteers, and customers and supports creating an environment that is inclusive, welcoming and respectful.
- Communicates with patients, families and customers using AIDET (Acknowledge, Introduce, Duration, Explanation, Thank You).
- Works in a safe manner and promptly reports any hazards identified in the work
environment or related to assigned responsibilities.
• Adheres to policies and procedures designed to avoid, prevent and reduce the spread of communicative diseases.
• Demonstrate knowledge and maintains and respects patient right to privacy by following the HIPAA Privacy and Security Policies and procedures.

Physical Aspects of this position:

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<th>Rare</th>
<th>Occasionally</th>
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<td>Unassisted Lifting</td>
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Work Environment:

Hospice House of Mid-Michigan is located on the second floor of the St. Lawrence campus, west entrance. It’s a quiet, homelike environment with 21 patient rooms, kitchen and Chapel.

Supervision:
The Charge Nurse provides the day-to-day supervision. Overall responsibility rests with the Director of Volunteer Services.

Volunteer Times:
7 days a week 8am - Noon, 4-8 pm, 6-10 pm. One volunteer per shift.

Revised 7-14, 11-14, 3-15, 7-15, 7-18