Description and Purpose of the Unit:

The mission of the Mary Free Bed at Sparrow Day Rehab program is to restore hope and freedom along the journey of recovery for both patients and families. Therapy treatment will encapsulate patient’s goals in order to create meaningful therapy treatments to improve a patient's independence for home and community living.

Volunteers will observe and support rehab for patients and families following: stroke, brain injury, amputation, surgery, etc. Volunteer will observe first hand, expert therapy treatment while attaining knowledge of key patient and family education. The Day Rehab Program will accept patients of diverse age, background and diagnosis, with emphasis on neuro-recovery and interdisciplinary teamwork.

*Student MUST be pursuing a career in PT or OT.
*This position is located at 2911 Eyde Parkway in East Lansing.

Age of population served: Adult (18-64) & Geriatric (65 and older)

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.

- Facilitate therapy through retrieval of equipment for clinicians.
- Assist with organization and cleaning of therapy space.
- Taking care of clean linen – stocking shelves
- Develop / copy worksheets and educational material
- Misc. tasks requested by the office staff/clinicians

Qualifications:

- 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.
- Must be able to work well independently with little supervision.
- Must be accurate in the performance of duties.
- Vision, speech and hearing correctable to normal levels.

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.
- Annual Flu Vaccine is required if serving between November 1 and March 31.
• 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:
This position requires walking, standing, sitting, reading and communicating face to face with visitors and medical staff

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

Volunteer Times:
M-Th, 8:00 a.m. - 12:00 p.m. or 1:00 p.m. to 5:00 p.m.
Fri. 8 a.m.-12 p.m.

1 student per shift, 9 total volunteers.

Created 7/2018