

Volunteer Orientation Checklist

- Welcome / History
- Mission Statements
- Volunteer Benefits
- Volunteer Policies and Procedures
- HIPAA / Confidentiality
- Cultural Diversity
- Customer Service Guidelines
- Accident / Illness Procedures
- Patient Safety
- Safety Procedures
- Quality Improvement
- Patient Service Guidelines
- Infection Control / Handwashing
- Wheelchair Safety
- Fire Procedures
- Emergency Management Procedures
- Security
- Hazardous Materials and Waste
- Review of Hospital Maps

I have completed the on-line volunteer orientation and have reviewed the topics listed above.

Name (Print): _____ Date: _____

Signature: _____

UPMC Cancer Centers / University of Pittsburgh Cancer Institute (UPCI)

Infection Prevention and Control Checklist

- The definition of infection prevention and control
- Sources of infection
- Handwashing procedures — how, when, and where
- Personal hygiene
- Laundering of smocks
- Personal illness
- Precautions procedures
- Standard precautions
- Procedures in patient-care areas
- Tuberculosis
- Bloodborne Pathogens

I have completed the on-line volunteer orientation and have reviewed the topics listed above.

Name (Print):

Date:

Signature: