

Tulane Medical Center, New Orleans, Louisiana
Tulane Lakeside Hospital for Women & Children, Metairie, Louisiana

Volunteer Program Requirements

Following is a quick reference of information you will need to know. Additional information will be provided during orientation.

Interview

Once your application is received, we will set up an interview time by phone or email (if provided).

Background Check

A background check will be completed on anyone age 18 or older.

Orientation

All volunteers must attend an orientation session which last about three (3) hours and scheduled at least once a month. You will be notified of the date, time, and place.

PPD Screening (Tuberculosis Skin Test)

All volunteers are required to have a PPD test which is provided at no charge prior to beginning service work. If you have evidence of having a PPD in the past 30 days or a BCG vaccine, please provide a copy when notified.

Seasonal Flu Vaccine (September – March)

Required and will be given at no charge. Please provide proof if you received one this season.

Uniform

A required uniform may be purchased from the Volunteer Manager for \$20.00.

Placement

You will be scheduled in an area of your choice, if available. Please note however, volunteer duties are designed to:

- Assist staff and patients as directed in various patient care area
- Aide patients/visitors in information/waiting area
- Discharge and/or escort patient and visitors
- Give clerical support

Required Hours of Service

We require a commitment of **40** hours within at least 6 months. Less than that will not be reported or confirmed by the Volunteer Manager.

Other issues of interest

Free parking and meal allowance

Observation/shadowing/internship is considered an educational activity for student purposes and not in the scope of a hospital volunteer.

Questions?

Email: linda.silva@hcahealthcare.com or phone (504)988-5868 for Tulane Medical Center

Email: pamela.stpierre@hcahealthcare.com or phone (504)780-6507 for Tulane Lakeside Hospital