

**HealthPark Medical Center**  
**Volunteer Opportunities**

Service Area availability and shifts are subject to change based on staffing and scheduling needs. Work shifts typically run 8:00-12:00, 12:00-4:00, 4:00-8:00 (some exceptions). Jobs are classified as patient-contact (hands-on patient contact) or non-patient contact (clerical/information) based on the amount of time spent interacting with patients.

**CHILD DEVELOPMENT CENTERS** - Located off of Bass Road behind HealthPark-Daycare facility for children ages 6 weeks to 12 years. *Must be fingerprinted prior to starting.*

- Assisting staff with planned activities, feeding babies, rocking, restocking, cleaning, etc.

**HEALTHPARK CARE & REHABILITATION CENTER** (Skilled Nursing Facility)

*Located off of Bass Road behind HealthPark Medical Center. Must be fingerprinted prior to starting.*

- (patient) - Assisting staff with activities, visiting with residents, helping with mealtime, escorting patients to therapy, answering phones and directing visitors.
- (patient) - Assisting with resident outings to restaurants and shopping on an as needed basis.
- (non-patient) - Assisting reception area staff, greeting visitors, providing directions, answering phones, filing, typing.

**HEALTHPARK MEDICAL CENTER** (Located on corner of Summerlin and Bass Road )

- Arts in Healthcare** - Includes all forms of art. Examples include: play piano in Atrium, work in Music Room, assist with craft projects with patients at the bedside, helping with community art shows and clowning.
- Birthday Suites** (patient)—Assist staff by answering call lights, refilling water pitchers, restocking supplies.
- Bright Ideas Gift Shop** (non-patient)—Running cash register, waiting on customers, re-stocking inventory.
- Bright Ideas for "U"niforms** (non-patient)—Running cash register in a retail uniform store, waiting on customers, re-stocking inventory.
- Clerical Support** - Assist in various departments with answering phones, greeting customers, filing, making copies, etc.
- Courier** (non-patient)—Transporting items to various locations throughout hospital and assisting with discharging patients.
- Central Supply Courier** (non-patient) - Retrieved soiled equipment from various nursing units and return to Sterile Processing.
- Chart Collation** (non-patient)—collate hospital medical charts and packets for Surgery and ER.
- Customer Service Greeter/Escort** (non-patient) - Greet visitors and patients outside Entrance A, open car doors, call fro Trolley service, escort patients and visitors, offer wheelchair assistance.
- Discharge Lounge-7W** (patient) - Assist the Discharge Nurse but helping patients that are waiting for transportation. Offer assistance with faxing prescriptions and making follow up doctor appointments, transporting via wheelchair upon discharge.
- Emergency Department** (patient) - Greet patients and visitors and assist them in getting registered at Triage desk, attend to visitors and patients in waiting area. Or work in the patient treatment area assisting staff with room turnover and restocking supplies.
- Food & Nutrition Service** (non-patient)—Assist in cafeteria, cleaning tables, wiping trays, restocking.
- Heart Central** (patient) - Assist staff by delivering telemetry transmitters to patient rooms, checking batteries, cleaning equipment and running errands.
- Information Surgery Desk** (non-patient) —Greeting and checking in families.
- Lobby Information Desks** (non-patient)—Greet and escort patients and visitors, computer work, answer phones, look-up patient information for visitors.
- Mail Room** (non-patient)—Retrieve mail from loading dock, transport to mail room and sort by department. Look up patient room numbers and deliver mail. Run copies for staff projects and other duties as assigned.
- Medical Library** (non-patient)—Assist patrons with researching data bases for information. Must be able to use computer. Use Internet, e-mail, fax and phone to communicate with library patrons and with other libraries. Check in/out books fill requests for copies of articles.
- Music Room** (non-patient)—Greet children and musicians and hook up and monitor electrical musical instruments.
- Neonatal Intensive Care Unit (NICU) Cuddler** (patient)—Assist staff with rocking, cuddling, feeding of newborn infants. Volunteers must be year-round residents and able to work a six-hour shift. *Currently there is a waiting list for interested volunteers.*

- Nurse Volunteer** (patient)—Assist staff with patient care and intentional rounding on medical unit, answering call lights, restocking, refilling water pitchers. REGISTERED NURSE or LICENSED PRACTICAL NURSE required (active or inactive licensure)
- Partners-Patient Care Units** (patient)—Run errands to lab, answering call lights, refill water pitchers, assist patients with general activities and assist staff as needed.
- Pet Therapy** (patient) —Registration with Therapy Dogs Inc. Dog must be at least 1-year of age and have successfully completed the Therapy Dog program.
- Pediatric Hugger** (patient)— Assist in play room with patients and visitors in The Children's Hospital, restock supplies, run errands, escort children in wagons around facility.
- Pediatric Emergency Room** (patient)—Assist Child Life Specialist with entertaining children in the ER waiting area and treatment rooms.
- Pediatric Hematology/Oncology Outpatient Clinic** (patient)—Assist in play room with patients and visitors in The Children's Hospital Oncology Unit, restock supplies, run errands, escort children in wagons around facility.
- Pediatric Oncology Hugger** (patient)— Assist in play room with patients and visitors in The Children's Hospital, restock supplies, run errands, escort children in wagons around facility.
- Plant Operations** (non-patient)—Assist in making facility rounds to assure a safe EOC, provide minor facility repairs.
- Prescribed Pediatric Extended Care (PPEC)** (patient)—Assisting with planned activities, playing and reading to children with special needs, assist with mealtime and clean up activity room. *Located in Medical Plaza One near HealthPark. Must be fingerprinted prior to starting*
- Pharmacy** (non-patient)—Receiving orders, sending medications to nursing units, putting away meds, preparing and restocking Med carts.
- Post Office** (non-patient)—Fully functional facility; handle money, make change, learn all postal procedures.
- Radiology** (non-patient)—Pulling and filling x-ray jackets. File reports into patient charts, duplicating films in darkroom, assisting clerical staff with patient requests.
- Radiology: Ultrasound, Diagnostics, Nuclear Medicine** (patient)— Transport patients throughout facility by stretcher and assisting with restocking an other errands throughout department.
- Same Day Surgery Information Desk** (non-patient)—Greeting and checking in families.
- Same Day Surgery Recovery** (patient)—Assisting staff when patients come out of surgery. Getting patients something to drink, warm blanket, restocking supplies, room turnover, discharging patients by wheelchair.
- Sterile Processing Department** (non-patient)—Service operating room, picking cases for surgery, retrieving used supplies and restocking.
- Sunshine Ambassador** (non-patient) - Greeting visitors in the Atrium lobby, assisting grandparents with area resources/referrals and knowledge of The Children's Hospital services. *Additional training required*
- Surgery** (patient)—Getting patients on to operating room table, running lab specimens, getting supplies from Sterile Processing and giving updates to family members in waiting room.
- Surgery Escort** (non-patient)—Getting patients and families in Same Day Surgery and escorting them to 1<sup>st</sup> or 3<sup>rd</sup> Floor Surgery waiting areas. Requires walking and some pushing patients in wheelchairs.
- Surgery Information Desk** (non-patient)—Greeting and checking in families.
- Transporter** (patient) —Transport patients throughout facility by wheelchair or stretcher. Lots of walking and pushing. Must be willing to become BLS certified.
- Trolley Driver** (non-patient) —Driving golf cart around parking lot to pick up and drop off patients and visitors. *Valid Driver's License required and Annual Eye Test exam.*

## OTHER LOCATIONS

- Lee Memorial Hospital, Gulf Coast Medical Center and Cape Coral Hospital**
- Lee Cancer Care-Greeter** (non-patient) — Greet and escort patients to treatment areas.
- Lee Cancer Care-Food Concierge** (non-patient) - Support café during peak lunch period, run cash register and set and breakdown catering events. *Located near Colonial & I-75*
- Lee Physician Group/College Point or Bass Road** (non-patient)—Make new charts, greet patients