

# Therapy/Rehab Volunteer

<b>Job Title:</b>	Physical Therapy / Rehab Volunteer	<b>FLSA Status:</b>	Exempt Volunteer
<b>Department:</b>	Physical Therapy Department		
<b>Reports to:</b>	Dept. Director, Volunteer Coordinator	<b>Date:</b>	September 2017

## **Job Summary**

Assist Therapy/Rehab staff with non-clinical duties to support patient services.

## **Duties and Responsibilities**

1. Damp wipe chairs, furniture and tables and equipment with a hospital approved disinfectant solution.
2. Remove visible prints and soil from walls, and doors with a hospital approved disinfectant solution.
3. Damp wipe light fixtures, door casings, and equipment with a hospital approved disinfectant solution.
4. Clean patient treatment tables with a hospital approved disinfectant solution. Wipe dry then replace paper covering.
5. Clean mirrors with glass cleaner.
6. Straighten magazines in waiting area

## **Organizational Responsibilities**

In addition to the duties and responsibilities listed above, all employees are expected to support the Mason General Hospital & Family of Clinics mission, vision and values; comply with District policies and procedures; and conduct themselves in an ethical, professional, respectful, and collaborative manner at all times.

## **Required Education and Experience**

1. High School Diploma, GED, or currently enrolled in high school.

## **Required Licenses, Certifications and/or Registrations**

1. None

## **Additional Unit-Specific Certification Requirements:**

- None

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## Required Knowledge, Skills and Abilities

1. Must be able to read, write, and follow verbal and written instructions and document the activity provided.
2. Must enjoy meeting and working with the public.
3. Present self in a professional, friendly and mature manner.
4. Must complete the Orientation training

## Physical Requirements

	Never = 0% of time	Seldom = 1-10%	Occasional = 10-30%	Frequent = 30-70%	Constant = over 70%
Lifting <10 lbs					
Lifting 10-35 lbs					
Lifting >35 lbs					
Carrying <10 lbs					
Carrying 10-35					
Carrying >35 lbs					
Pushing/Pulling					
Sitting					
Standing					
Walking					
Bending/Stooping					
Crouching					

Vision	Within normal range with or without corrective devices
Hearing	Within normal range with or without corrective devices.
Speech	Within normal range with or without corrective devices.