



HERITAGE POINTE VOLUNTEER APPLICATION

Date _____

NAME _____
Last First Birthday (Month/Day)

HOME ADDRESS _____
City State Zip

HOME PHONE _____ CELL PHONE _____

E-MAIL ADDRESS _____

HAVE YOU BEEN A VOLUNTEER AT HERITAGE POINTE IN THE PAST? YES NO

IF YES, DURING WHAT TIME PERIOD AND IN WHAT CAPACITY:

SKILLS, HOBBIES & SPECIAL INTERESTS to share with us:

I AM AVAILABLE TO VOLUNTEER FOR THE FOLLOWING DAYS AND HOURS:

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Morning							
Afternoon							
Evening							

VOLUNTEER STATEMENT: I wish to donate my services to Heritage Pointe and understand there is no payment for services rendered under the volunteer program.

I agree to the rules and shall work under the direction of the Director of Volunteers. I further understand confidentiality must be maintained concerning Resident and family information. I understand that if I do not abide by the Heritage Pointe rules, regulations and policies, or break confidentiality, I will be terminated from the volunteer program and it may result in legal action.

I understand that Heritage Pointe carries liability insurance for any injury occurring to another person I am assisting but that my expenses must be submitted to my insurance carrier.

SIGNATURE _____ DATE _____

Welcome to Heritage Pointe! We look forward to having you as a valuable addition to our community. Please note that the process of becoming a volunteer may take some time, but it will all be worth it.

Fill out attached paperwork at your leisure and deliver/email to Shelly Malmon Director of Volunteers and Community Outreach when completed.

Questions? Call Shelly at 949-364-9685 or email smalmon@heritagepointe.org. Thank you!

Heritage Pointe
 27356 Bellogente
 Mission Viejo, CA 92691
www.heritagepointe.org

NAME: _____



Volunteer Skills Study

Please take a moment to indicate areas in which you have skills or experience.

Creative Activities

- Arts & Crafts projects
- Singing
- Song leader
- Instrument: _____
- Clowning
- Storytelling
- Jokes
- Dancing
- Magic
- Scrapbooking
- Photography
- Foreign languages: _____
- World Cultures: travel in/education in: _____
- Event coordination
- Other: _____

Social Services

- Medical appointment escort
- Lunch buddy
- Retail experience ie. Cashier, greeter
- Group Outing assistance
- Cooking/Nutrition
- Making birthday cards
- CPR-Certified
- Pet trained in pet therapy
- Group facilitation
- Program planning/evaluation
- Other: _____

Jewish

- Shabbat usher, greeter
- Torah reader
- English prayer reader
- Songleader
- Other: _____

Miscellaneous

- Writing short articles
- Graphic design
- General office skills
- Bulk Mail assembly
- Data Entry
- Telephone calls to volunteers
- Playing card games: _____
- Playing board games
- Social media ie. Pics for Instagram
- _____
- _____



Volunteer Program Confidentiality Statement and Waiver of Liability

I (print name) _____ release Heritage Pointe from any claims arising out of any personal injuries, damages, and loss that may be sustained by me while participating as a volunteer.

I will uphold the standards and policies of Heritage Pointe.

I will comply with instructions given to me by Heritage Pointe, the Volunteer Director and any staff member in his/her area of responsibility.

I agree to regard all non-public information received in the performance of my volunteer work at Heritage Pointe as confidential.

I will not use or disclose any confidential information belonging or relating to Heritage Pointe including, but not limited to, information about Residents, volunteers, staff members, vendors, and Residents' friends and family, unless such disclosure is authorized in writing by Heritage Pointe management or is required by law or legal process.

Volunteer

Date

Parent or Guardian (If under 18)

Date



Consent to Photograph

I give my consent to Heritage Pointe to use photographs, and/or names(s), which may involve me for the purpose of informing others of Heritage Pointe activities through the news media or any other type of publication or advertisement.

Name

Date

Parent or Guardian (if under 18)

Date



Teen Volunteer (VolunTeen) Parent Consent Form

My daughter/son (print) _____
born on _____ has my consent to serve as a volunteer at
Heritage Pointe. I understand that teen volunteers are assigned to many different areas and
that they may be rotated as needs for their service arises. I understand they may work on the
floor, at the information desk or in other supportive service areas. I understand that the Home
may take photographs of my daughter/son for publications or other uses.

By signing this consent form, I release and forever discharge Heritage Pointe and any and all
employees thereof, from all liability which my daughter/son may incur during his or her
volunteer services, i.e. contracting any contagious disease or diseases, and/or personal injuries
or property loss.

I understand that Heritage Pointe carries liability insurance for any injury occurring to another
person my daughter/son is assisting, but that my child's expenses must be submitted to my
insurance carrier.

Signature of Parent or Guardian

Date

Address City State Zip Code

Home Telephone

Cell Phone Number



Regulatory Compliance

I acknowledge that I have been appraised of the regulatory guidelines to be a Volunteer at Heritage Pointe and in a Retirement Care Facility for the Elderly (RCFE). I agree that I will remain in compliance with the regulations and bring anything to the Volunteer staff member if I have any concerns or questions.

I further acknowledge that I have read and understand the ***Legal Issues Associated with Volunteers*** document attached and will adhere to its restrictions and requirements.

Name

Date

Parent or Guardian

Date



HERITAGE POINTE VOLUNTEER HEALTH RECORD STATEMENT

I, _____ declare under penalty of perjury that I am in good health, physically and mentally, and am capable of performing assigned tasks as a Volunteer at Heritage Pointe. I further declare that I am free of any communicable diseases.

Volunteer Signature

Date

Parent or Guardian Signature (if necessary)

Date

Volunteer Dept. Signature (or designee)

Date