



D&D Sports Med

D&D SPORTS MED
DENTON • SANGER • AUBREY

Volunteer/Observation Guidelines

We are pleased to offer you the opportunity to volunteer/observe in our clinic. It is our goal to provide a positive learning experience for you while maintaining quality care for our patients.

The following guidelines have been established to maintain efficiency in our clinical operations:

1. Dress code: our dress code is business casual. Jeans, scrubs, T-shirts, and open toed shoes are NOT permitted. Outfits must cover the mid-drift. D&D staff have the authority to deny attendance if attire is not deemed appropriate. You will also be required to wear a name tag at all times.
2. Cell phones are not permitted in the clinic. Please turn off cell phones while you are here.
3. Scheduling: Only 1 volunteer is permitted in the clinic at a time. You must complete the calendar to sign up for your times. If you cannot make your scheduled time, you are expected to call the clinic and inform the volunteer coordinator. Failure to do so will result in the forfeiture of future times. If you have two (2) uninformed absences, you will be terminated from the program. Exceptions will be made on a case by case basis.
4. Time Log: You must complete a time log for each day. A therapist must initial your time log **ON THE DAY OF YOUR VISIT**. Therapists will NOT back date your logs.
5. Duties: Due to legal restrictions, you will not be involved in direct patient care. You will be asked to participate in clinic cleanliness, equipment set up, laundry, and other indirect activities.
6. Patient confidentiality is a requirement! We will not talk to you about patients without their consent. This includes information about medical status and information contained in the patient chart.
7. Patient interaction: Feel free to interact with the patients. Introduce yourself and ask their permission to observe the treatment. Keep in mind that this needs to be done without interfering with patients' therapy.

Signature: _____

Date: _____

Printed Name: _____