



Dear Friend of Butler Health System,

We are so happy that you have shown an interest in becoming a Volunteer for the Butler Health System Auxiliary. People give their time for many reasons. Whatever your reason may be, we have volunteer opportunities at Butler Health System that will make a difference in your life. In turn, our volunteers make a vital difference in the lives of our staff and most importantly, our patients.

Please find attached a copy of our Adult Volunteer Application. Please complete the application and indicate the areas of interest you may like to volunteer. Please share some information about yourself that would help us find a volunteer area especially suited for you.

Your completed application may be mailed to:

Volunteer Coordinator  
BHS Auxiliary  
One Hospital Way  
Butler, PA 16001

It is a requirement of Butler Health System that all persons interested in joining the Butler Health System Auxiliary must have completed and passed a criminal check prior to acceptance. All volunteers are required to have a 2-step PPD test (TB) before starting. This test will be provided by the hospital at no charge to you. Depending on the area you are interested in volunteering, there may be additional immunizations that are required and they will be provided to you at no charge. Annual dues for active members of the Auxiliary are \$8.

It takes several weeks to process the application. Once this process is completed, we will contact you to let you know when you may start.

Again, thank you for considering Butler Health System to share your time and talents.

Sincerely,

*Donna Steinheiser*

Donna Steinheiser  
President  
Butler Health System Auxiliary



# BUTLER HEALTH SYSTEM

Date \_\_\_\_\_

Date Joined \_\_\_\_\_

## Adult Volunteer Application

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell (optional) \_\_\_\_\_

Birth Date (month/day/year) \_\_\_\_\_

Email Address \_\_\_\_\_

Education  High School  College  Post Graduate Degree \_\_\_\_\_

Occupation \_\_\_\_\_

Employed \_\_\_\_\_  Retired  Unemployed

Last Place of Employment \_\_\_\_\_ Date: \_\_\_\_\_

Hobbies, Interests, Skills \_\_\_\_\_

Clubs and Organizations to which you belong \_\_\_\_\_

Previous Volunteer Experience (Please list Place and Date) \_\_\_\_\_

Criminal Record  Yes  No

Days you are available for Volunteer Service (circle as many as you wish).

Days: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Time: AM or PM AM or PM AM or PM AM or PM AM or PM AM or PM AM or PM

Areas of Interest (Please check all that interest you))

Gift Shop

Clerical

Special Events

Emergency Department

Front Desk Greeter

Heart & Vascular Center

Pastoral Care

Radiology

Scanning-East Butler

Transitional Care

References: Please give two names and addresses of references (not related to you). May we call these references? \_\_\_\_\_ Yes \_\_\_\_\_ No

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Emergency Contact: (Please list two names.)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship to you \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship to you \_\_\_\_\_

Please share what you hope to gain as a volunteer

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Opportunities for volunteers are provided without regard to race, sex, color religion, national origin, marital status, sexual preference/orientation, qualified disability or veteran status.

**Statement of Confidentiality**

***I pledge that I will not reveal any medical information or any personal information that I may learn in the course of my volunteer assignments at Butler Health System. I understand that failure to comply will result in immediate dismissal from the program.***

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**



# BUTLER HEALTH SYSTEM

## NOTIFICATION and AUTHORIZATION FORM for CONSUMER REPORT

It is the requirement of Butler Health System that all persons interested in joining the Butler Health System Auxiliary or becoming an employee of the Butler Health System Auxiliary must have completed and passed a criminal check prior to their acceptance.

The statement below is an authorization form of consent for Butler Health System to obtain consumer report on:



In connection with my application for Volunteer Services or Auxiliary employment, and in accordance with applicable laws, I provide my consent to Butler Health System to use a consumer report or investigative consumer report furnished by a consumer reporting agency to render a decision regarding my application for Volunteer Services or Auxiliary employment. By my signature below, I hereby authorize, Butler Health System to make such investigations and inquiries, including, but not limited to, a consumer report of my personal, employment, or financial history and other related matters such as criminal history record information, academic history, verification of references, and information about my character, general reputation, personal characteristics and mode of living as may be helpful in arriving at a decision regarding volunteer services or Auxiliary employment.

If engaged as a volunteer or hired as an Auxiliary Employee, I acknowledge that Butler Health System may use a consumer report furnished by a consumer reporting agency to render a decision regarding my continued volunteer service or employment. My signature below further authorizes Butler Health System to make such investigations and inquiries as may be helpful in arriving at any decision regarding my volunteer service or Auxiliary employment throughout my working relationship with Butler Health System.

Applicant/Volunteer Signature \_\_\_\_\_

Social Security Number (required) \_\_\_\_\_

Date of Birth (required) \_\_\_\_\_