

Tulane Medical Center, New Orleans, Louisiana
Tulane-Lakeside Hospital, Metairie, Louisiana

Volunteer Program Requirements

Following is a quick reference of information you will need to know. Additional information will be provided during orientation.

Interview

Once your application is received, we will set up an interview time by phone or email (if provided).

Background Checks

A background check will be completed on all volunteers age 18 and over.

Orientation

All volunteers must attend an orientation session which lasts about 3 hours.

These are scheduled at least once a month. You will be notified in advance of the date, time, and place.

PPD Screening (Tuberculosis Skin test)

All volunteers are required to have a PPD test which is done at no charge to you. If you have had one in the past year, please provide a copy of the results. Information will be given to you at orientation and must be completed before beginning your service work.

Seasonal flu shots (September-March)

...are required and will also be given to you at no charge. Please provide proof if you have received one this season.

Uniform

A required uniform shirt or smock may be purchased from the Volunteer Department for \$16.00 and a name badge will be given to you.

Placement

Every effort will be made to match your request or field of study. Please note however, volunteer duties are designed to:

- assist staff and patients as directed on nursing units
- aide patients/visitors in information/waiting areas
- escort and/or discharge patients and visitors
- give clerical support

Student interest -

- minimal observation/tech support in areas such as Radiology, Physical/Occupational/Speech Therapy is available in conjunction with other volunteer duties.

We do not have “job shadow” type positions. Internships are only accepted through the Education Department if volunteer work is a part of your academic curriculum and the hospital has a current contract with your educational institution.

Required Hours of Service

We ask that you commit to complete a minimum of 50 hours within 6 months.

Other issues of interest:

Free parking and Meal allowance

Questions?

Email: Linda.silva@hcahealthcare.com

Phone: Tulane Medical Center: 504-988-5868 or
Tulane-Lakeside Hospital: 504-780-4543

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