**From:** Congleton, Jennifer
**Sent:** Thursday, June 13, 2019 2:02 PM
**To:** Bland, Robin <RBland@vidanthealth.com>
**Cc:** Newsome, Lisa <LNewsome@vidanthealth.com>; Tucker, Chad <Chad.Tucker@vidanthealth.com>
**Subject:** RE: volunteer policy

Robin,

Thanks for reaching out to me on the concerns.

1. We do not have volunteers as “sitters” in our organization.  Patients have taken on difference needs and can be often combative therefore we do not put volunteers in that situation.
2. Below is the statement that we reference with regards to volunteers displacing employees.  Volunteers can assist but not do the job of a person that is on payroll.  Let me know if I can be   of further assistance.
3. We do not have extra teen shirts.

Under the Fair Labor Standards Act, a volunteer will not be considered an employee if the individual volunteers for public service, religious or humanitarian objectives, and without contemplation or receipt of compensation.  Typically, volunteers will serve on a part-time basis and will not displace employees or perform work that would otherwise be performed by employees.  In addition, to avoid the possibility of coercion, the Department of Labor (“DOL”) takes the position that paid employees may not volunteer to perform the same type of services for their employer that they are normally employed to perform.

*Jennifer King Congleton, M.A. Ed.*

*Administrator, Volunteer Services/Pastoral Care*

*Vidant Medical Center*

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*252-847-5286*

**From:** Bland, Robin
**Sent:** Friday, June 07, 2019 11:32 AM
**To:** Congleton, Jennifer <Jennifer.Congleton@vidanthealth.com>
**Cc:** Newsome, Lisa <LNewsome@vidanthealth.com>
**Subject:** volunteer policy
**Importance:** High

Jennifer - -

We currently need safety sitters in our Emergency Dept. The roles are usually filled by current non-clinical employees who need to pick up hours.

We understand that a few of the Vidant hospitals ask interested volunteers to take the safety training and fill some observer positions.

When we were at conference last year, I distinctly remember at one of the education sessions about the volunteer policy stating that, in simple terms, we can’t place a volunteer in a position that we would normally hire someone to do.

Will you please send me:

1. A  job description written for volunteers to be a safety observer, and
2. The policy that contains the verbage about not putting a volunteer in a role that is usually paid

As always I appreciate your help . . .

Robin

Robin Maxham-Bland

*Marketing Specialist/Volunteer Coordinator*

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