

408.559.5600

Hospice of the Valley

hospicevalley.org

Volunteer Training Schedule Spring 2012

Date	Topic	Presented by	To Read
Thurs. April 12 6:00 pm – 8:30 pm	Introduction to Hospice of the Valley Training Schedule/Manual Volunteer Panel	Sally Adelus Chief Executive Officer Victoria Wild Director of Volunteer Services HOV Volunteers	Section 1
Sat. April 14 9:00 am – 11:30 11:30 – Noon Noon – 2:00 pm 2:00 – 2:15 2:15 pm - 3:00 pm	Symptom Management Universal Precautions Clinical Issues Lunch Introduction to Psychosocial Issues Communication Skills Break Marketing Development Hospice patients and their diagnoses	Karen Nolan Clinical Outreach Manager Hospice of the Valley Social Workers Victoria Emmons Marketing & Communications Carlene Schmidt Director of Development Terry Rabinowitz Medical Director	Section 3 Section 4
Tues. April 17 6:00 pm – 8:00 pm	Funeral Home Visit Alameda Family Funeral & Cremation	Zoe Alameda Funeral Director	Section 6
Thurs. April 19 5:30 pm-8:30 pm	Introduction to Medical Supplies Body Mechanics & Volunteer Safety Patient Transfer Demo & Practice	Hospice Aides	Section 7
Sat. April 21 9:00 am – 11:30 am 11:30 - Noon Noon – 2:00 pm 2:00 – 2:30 pm 2:30 pm – 4:00 pm	Introduction to Loss, Grief Bereavement Panel Q & A Session Lunch Spirituality Death Awareness Dessert! Policies and Procedures Q & A Session	Bridget Flynn Grief Counselor Jane Garrison Chaplain Victoria Wild Director of Volunteer Services	Section 5 Section 8
Thurs. April 26 6:00 pm-8:00 pm 8:00 pm – 8:30 pm	QAPI <i>Transitions</i> Training Closing	Andrew Irish Director of Quality Assurance Christine Merriman <i>Transitions</i> Coordinator Victoria Wild Director of Volunteer Services	Section 2 Section 1

OSHA/HIPAA/Documentation training - Thursday, May 10, 2012 from 6-8 PM –Becky and Victoria