

Volunteer Position Description

Position Title:	SDS Aide
Position Type:	Non-patient Care or Service Personnel
Facility:	Edg
Position Summary:	
Assist staff in the department, RN's, support technicians and clerical coordinators, to complete tasks such as folding gowns, cleaning stretchers, distribution of linens, and transporting of out-patients to their car via wheelchair.	
Qualifications:	
Friendly, pleasant attitude, good communication skills, maintains confidentiality.	
Duties & Responsibilities:	
<ul style="list-style-type: none">• Cleans stretchers and remakes with clean linens• Fold and snap patient gowns from laundry• Stocks linens in patient care areas• Fill blanket warmers• Restock patient lockers• Restock pillow supplies in patient care area• Compile chart packets in SDS• Other duties as assigned by charge nurse• Transport patients per wheelchair to family car on discharge	
Key Accountabilities:	
<ul style="list-style-type: none">• Completes assignments• Maintains patient confidentiality• Interacts appropriately with patients/families and staff	
Time Commitment:	
<ul style="list-style-type: none">• Varies but usually one (4) hour shift a week	
Uniform:	
<ul style="list-style-type: none">• Regular volunteer uniform; volunteer badge must be worn on shirt collar or upper portion of body so it is visible to guest/patients	