

Dear VolunTeen,

We appreciate your interest in the VolunTeen program at both Cabell and St. Mary's. The 2021 program will look different than years past as we are only accepting those that have previously been registered and involved in the VolunTeen programs at either facility.

The purpose of the VolunTeen Program is to extend and enhance services to patients and families; in short, **'To be of service to others'**. We, at Mountain Health Network, welcome VolunTeens as members of our institution, as their service and enthusiasm not only enhance our patient-focused care, but also aid the VolunTeen in gaining and developing insight and responsibility to our community.

If you wish to become a VolunTeen you will need to know:

- VolunTeens ages are 14-18 years.
- Have previously been a VolunTeen and registered as such at either Cabell Huntington Hospital or St. Mary's Medical Center.
- 2021 VolunTeen dates are June 7 to August 6, 2021.
- The minimum commitment is 1 shift weekly; most shifts consist of 4 hours. We understand vacations will occur and vacation requests will occur during self-scheduling

You will need to do:

1. Email Lauren Francis, Volunteer Coordinator, your intentions on if you plan to return as a Volunteer or not at Lauren.Francis@chhi.org. In the email please provide the following information:
 - Which facility you are registered as a VolunTeen?
 - What area did you previously volunteer?
 - **TELL US ABOVE INTENTIONS BY MAY 15, 2021**
2. Things you will need to provide:
 - Copy of Current Transcript of grades, a minimum GPA of 3.0 is required.
 - Copy of Current Immunization records
 - Tuberculosis testing completed and on file before any assignment is scheduled. This can be administered at the Cabell County Health Department. [TB Testing Info with CHH Health Department.](#)
 - Signed Confidentiality Agreement
 - Signed Consent to participate in program and photo release form
 - COVID Vaccination Documentation if you have received your COVID vaccine
 - **PLEASE PROVIDE BY MAY 28, 2021 ABOVE DOCUMENTATION.**
3. Attend Orientation:

• Cabell VolunTeen Orientation Day	June 10, 2021 1-5pm
• St. Mary's VolunTeen Orientation Day	June 11, 2021 9am-12pm

The VolunTeen program could still be postponed or cancelled due to the state of the current COVID numbers as the spring/ summer months continue, however we want to have everything in order with the full hopes we can welcome all our teens back for the summer session. Thank you so much!

Best Regards,
Julie A. Neal
Director of Volunteer Services