##

## **Volunteer - Patient Transport (Hospice Vehicles) role profile**

**Purpose:** To transport patients to and from the Hospice

* Using Hospice vehicles, transport patients to and from the Hospice
* This could be using the Hospice Ambulance (size of a minibus) or one of the wheelchair accessible vehicles (medium car size) but does not have to be both.
* You will receive appropriate training to use these vehicles
* You might wish to volunteer on a specific day(s) of the week or be available at any time
* The role **does not** involve any patient ‘moving and handling’ but will involve pushing/ securing wheelchairs. Full training will be given
* You **will not** be expected to go into a patient’s home
* It will mainly involve bringing patients for individual appointments or group sessions at the Community Services Centre
* Sometimes you may be asked to transport a patient into, or home from, the in-patient ward, although this would only be patients who were appropriate. It might also be to take a patient from the ward for an appointment at the hospital.
* You will need to be a good timekeeper so that patients arrive in a timely fashion
* You would be expected to be sensitive to the needs of patients and their situation
* Work with transport coordinators and nursing staff to address any issues that might arise with the patients
* Liaise with the transport coordinators regarding any faults with the vehicles
* You will need to hold, and provide evidence, of a full driving license and agree to annual checking of this by the transport office. You **do not** need category D1 to drive the ambulance.
* Ensure at all times the confidentiality of information relating to patients, relatives and staff and adhere to the hospice's Data Protection Policy
* To comply at all times with the Hospice's Health & Safety Policy

The above is intended as a guide. Duties may be amended or adapted as and when identified.

**Restrictions:** Volunteers for this role must be a minimum of 21 years of age for insurance reasons

**NB. This role will will be subject to an Enhanced Disclosure provided by the Disclosure Barring Service**