

# Public Health Region 11 Strategic National Stockpile Volunteer Application

Personal Information – Please **PRINT LEGIBLY** and complete all information. I would like to volunteer to assist with:

- Warehouse Response Team   
  Local Dispensing Site Volunteer   
  Medical Screener   
  Other \_\_\_\_\_  
 I am a licensed health care provider   
 Type of License: (MD, Pharmacist, RN, LVN, EMT, etc) \_\_\_\_\_  
 I am a licensed mental health provider   
 Type of License: (psychologist, Psychiatrist, Social Worker, Etc) \_\_\_\_\_

Name \_\_\_\_\_ Gender:  Female  Male  
Last                      First                      Middle

Address (Please provide rural “911” address if known): \_\_\_\_\_  
Address                      City/Town                      Zip

Phone: ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home#                      Work#                      Cell/Mobile #                      Pager #

Email(Home): \_\_\_\_\_ Email(Work): \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer \_\_\_\_\_

List any special skills/training/abilities you believe would be of assistance during a community crisis situation: i.e. Languages spoken or read (specify which language), sign languages (ASL, other) TYY/TDD, Computer skills, construction skills, communication skills, warehouse knowledge/skills, commercial truck driving experience, counseling skills, etc.

\_\_\_\_\_  
 \_\_\_\_\_

Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_ Expiration (mm/dd/yyyy) \_\_\_\_\_

Emergency Notification: \_\_\_\_\_ ( ) \_\_\_\_\_  
Name                      Relationship                      Phone

**Volunteer Requirements & Responsibilities:**

1. Submit complete application form and copy of Texas Driver’s license
2. Be at least 18 years of age
3. Hold a current valid Texas drivers’ license
4. Have no felony convictions for D.W.I., Drug-related, Sexual or Family Violence offenses
5. Participate in all required training sessions
6. Comply with worker / volunteer standards established by the SNS Program Coordinator
7. Notify the SNS Program Coordinator, in writing when terminating volunteer status
8. Be available on short term notice

I understand:

- That any information I have provided in this application may be disclosed to and used by the local and/or Regional SNS Coordinator and/or SNS Team Leader for planning purposes and volunteer assignment **ONLY**.
- That, in the case of SNS deployment, I may be contacted at any time (day or night).
- That all information regarding the Strategic National Stockpile is considered confidential and I will not release names, locations of warehouses, or any other sensitive information without the permission of the SNS Coordinator.
- Due to the nature and content of the Strategic National Stockpile and the potential duties of volunteers, a background check may be disqualify me for participation as volunteer in the SNS program and that I may be disqualified for other reasons at the discretion of the SNS Coordinator.

**I have read and understand the above listed requirements, responsibilities and information, I attest to the accuracy of the information I have provided on this application. I hereby authorize the SNS Coordinator to receive and disclose my information to the Regional SNS Coordinator and/or SNS Team Leader for the purpose and reasons stated above.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Received by: \_\_\_\_\_

## Strategic National Stockpile (SNS)

**Please check the following duties you can perform or have experience in:**

- **FORMS/INFO PACKET DISTRIBUTION** – Personnel to put together patient forms/information packets and hand out packets with information sheets/registration forms/informed consent, clipboard and pencils.
- **TRIAGE** [nurse or EMT] – Triage patients as they are being dropped off at the site.
- **REFERRAL PERSONNEL** – Trained volunteers with no medical background, to look at medical screening/medication consent forms. Redirect people with contact checked boxes or other “yes” or “maybe” checked boxes on to contact or medical screeners.
- **MEDICAL SCREENERS FOR CONTRAINDICATIONS, EVALUATION/INFORMED CONSENT QUESTIONS COUNSELING** (should be medically trained personnel, such as physicians, nurses, physician assistants, or nurse practitioners) Medical Screeners to review patient history for those with contraindications and answer questions for informed consent.
- **PHYSICIAN EVALUATORS** – Physicians to evaluate/examine triaged ill persons and provide backup counseling if needed to contact and non-contacts identified with possible contraindications by medical screeners, evaluate any immediate problems following medication administration, (e.g., fainting or anaphylaxis).
- **DISPENSING STAFF ASSISTANTS** – Assist with re-stocking of medication as needed. Witness/collect signed consent/medical screening forms.
- **DISPENSING STAFF** – For preparation of medication to supply medication as needed. Should be pharmacist, pharmacy technician, or other personnel trained in preparation of medications or reconstitution of vaccines and as allowed by state law.
- **EXIT REVIEW PERSONNEL** – Personnel to answer any final questions about adverse event symptoms or follow-up and other issues following medication administration.
- **MEDICAL RECORDS/DATA ENTRY PERSONNEL** – Collect retained records and enter registration/medication information (e.g., name, SS#, passport number/country, and contact information) into database.
- **CLINIC MANAGER** – Oversees all clinic functions/problem solving.
- **SUPPLY MANAGER** – Oversees all supply needs; tracks medication supply/lot numbers, distribution, and wastage; re-supplies medication/dispensing stations.
- **CLINIC FLOW/QA/FORMS HELPER PERSONNEL** – Help maintain clinic flow, assist with forms, quality assurance, retrieve clipboards and forms from DS and takes forms to medical record entry personnel and clipboards back to form distribution, rotate through waiting areas to answer questions, and talk with people to assure them, as needed.
- **SECURITY PERSONNEL** -- Maintain crowd control outside and security within clinic; assist with clinic and traffic control, and other security matters, Non-public health resource; however, arrangements must be made with appropriate agencies or organizations to provide security as part of coordinated planning.

- **TRAFFIC FLOW PERSONNEL** – Maintain traffic flow and order in parking area if parking onsite; if busing from offsite parking is used, these personnel may not be needed.
- **TRANSLATORS** – Personnel that speak a major language or proficient in sign language
- **FLOAT STAFF PERSONNEL** -- Float staff personnel to answer telephones, assist clinic personnel as needed, collect forms, assist with handicapped and elderly, etc.
- **CONTACT EVALUATION UNIT PERSONNEL** – For separate medical screening, education and registering of identified contacts and heir household contacts (must be educated in contact surveillance process)..
- **EMERGENY MEDICAL TECHNICIAN** – To assist with medical emergencies, fainting, etc.
- **IT PERSONNEL/SUPPORT** – To support computer, programming, electronic equipment maintenance needs, and other information technology requirements.

