

**LAC+USC MEDICAL CENTER**  
**Volunteer Service Department**  
 1200 N. State Street, Inpatient Tower -1K-311  
 Los Angeles, CA 90033  
 (323) 409-6945

**OFFICE USE ONLY**

Vol. #
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**VOLUNTEER APPLICATION**

**Date**

<b>1. Name- Last</b>		<b>First</b>		<b>Middle</b>	<b>SS #</b>		<b>Sex</b> F <input type="checkbox"/> M <input type="checkbox"/>	<b>Birth Date</b>					
<b>2. Local Home Address (no PO Box) Number</b>			<b>Street</b>	<b>Apt. #</b>	<b>City</b>			<b>State</b>		<b>Zip Code</b>			
<b>3. Home phone number</b>		<b>Business/message phone</b>			<b>Cellular phone number</b>			<b>E-mail address</b>					
<b>4. Medical Insurance Name &amp; Policy Number</b>					<b>Physician's Name</b>			<b>Phone Number</b>					
<b>5. Name of School past or Presently Attending-must provide verification</b>					<b>Address</b>			<b>GPA</b>	<b>Graduation Year</b>	<b>Degree</b>			
<b>6. Previous Volunteer Experience</b>					<b>Duties</b>				<b>Length of time</b>				
<b>7. Hobbies/sports or personal talents</b>					<b>8. Are you interested in the Health Care field? If yes, what discipline? If no, what is your career choice?</b>								
<b>9. List any Technical skills /Creative skills/other Talents or skills you have</b>					<b>10. Explain your interest in Volunteering?</b>								
<b>11. Name of friend or relatives Volunteering or Employed by LAC+USC</b>					<b>12. Why do you wish to volunteer at LAC+USC Medical Center?</b>								
<b>13. Type of Volunteer program applying for? Check one ONLY Other</b> ___ DEM ___ Outpatint Clinics ___ Inpatient Care ___ Office Clerical ___ Child Care ___ Retired Senior ___ Guest Services ___ Other					<b>14. Type of Volunteer assignment preferred? Are you confortable volunteering and interfacing with Patients?</b>								
<b>15. Is there a particular Type of assignement or Volunteer duty you would prefer to do?</b>					<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>		
					<b>please list</b>	<b>days and times</b>	<b>shift available</b>	<b>Must be a</b>	<b>minimum of</b>	<b>One 4 hour shift</b>	<b>per week</b>		
<b>16. Provide TWO local (Southern California) references. Do NOT use relatives or people living with you. You may use teachers, employers, clergy, etc.</b>													
<b>1.</b>		<b>Name</b>		<b>Address</b>		<b>Number</b>		<b>Street</b>		<b>City</b>		<b>Zip-Code</b>	
<b>2.</b>		<b>Name</b>		<b>Address</b>		<b>Number</b>		<b>Street</b>		<b>City</b>		<b>Zip-Code</b>	
<b>17. List two Emergency Contacts:</b>			<b>Relationship</b>		<b>Phone No.</b>		<b>Home</b>		<b>Work</b>		<b>Cellular</b>		<b>Pager</b>

18. Present/Last Employer	Payroll Title	Length of Employment	Duties
Address	City	State	Employed currently? <input type="checkbox"/> YES <input type="checkbox"/> NO
			If NO, Reason for leaving. If YES, may we contact your employer?

19. Have you ever been fired or asked to resign?  YES  NO  
 If "YES," please attach an explanation with the name and address of the company, and the date and the reason for the termination

20. Have you ever been convicted of a misdemeanor or felony by a criminal or military court  YES  NO  
 If "YES," please complete the Record of Convictions section below. List all convictions. Attach an additional sheet if necessary.

OTHER NAMES USED	DATE OF BIRTH	Month	Day	Year
SOCIAL SECURITY NUMBER				
OFFENSE or CASE NAME (Give Penal or other code section if known)				
CASE NUMBER	LOCATION OF COURT	City	State	
CONVICTION/ORDER DATE	Month	Day	Year	SENTENCE or FINE

I hereby certify under penalty of perjury, that all statements made in connection with this application for volunteer work are true to the best of my knowledge. I hereby authorize the LAC+USC Healthcare Network Volunteer Services Department to obtain records of my criminal convictions from the California Department of Justice or any other agency that collects such records.

I understand that my Volunteer commitment will be for 200 hours minimum.

Applicant Name (print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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	Date	BY	Comments
Received/Reviewed:	_____	_____	_____
References Sent:1st &2nd	_____	_____	_____
References Received:1st& 2nd	_____	_____	_____
References Resent:	_____	_____	_____
Interview:	_____	_____	_____
Accepted/Program :	_____	_____	_____
Sent to Livescan Fingerprints:	_____	_____	_____
Health Screening:	_____	_____	_____
Orientation scheduled :	_____	_____	_____