

VOLUNTARY SERVICE NEEDS LIST

The community and Volunteer Services at **Cincinnati & Fort Thomas VA Medical Centers** strive to enhance healthcare services for Veterans by utilizing volunteers and donations. Donations provide the supplemental resources necessary to support an assortment of programs and services for Veterans. All contributions are used 100% to support the needs of the Veterans and are tax deductible to the extent allowable by law. Below is a list of in-kind and monetary donations that are of need at the Cincinnati and Fort Thomas VA, along with our Community-Based Outpatient Clinics.

In-Kind Donations: *(All clothing items must be newly purchased)* Most requested items

- T-Shirts (all sizes)
- Underwear (all sizes)
- Scarves/gloves/hats
- Nail Grooming Kits
- Shampoo & Conditioner
- Hand Sanitizer
- Female Hygiene Products
- Laundry Detergent/Fabric Sheets
- Baby Items (diaper bags, photo frame)
- Crossword Puzzle Books (regular and large print)
- Back Packs, Duffle Bags & Sleeping Bags
- Grocery Store Gift Cards-Walmart/Kroger
- Ink Pens & Small/Large Size Notepads
- Postage Stamps & Blank Note Cards (Inpatient Veterans)
- Socks (slip-resistant) men/women
- Sweat shirts/pants (all sizes-no drawstrings)
- Rain Ponchos
- Disposable Safety Razors
- Tooth Brush
- Shaving Cream or Gel
- Combs/Brushes
- Reading Glasses
- Toothpaste
- Alcohol-free Lotion
- Deodorant (men/women)
- Blankets (plastic covering)
- Cases of Bottled Water
- Travel Size Umbrellas
- Box Fans
- Hard Candy
- Restaurant Gift Cards-Wendy's/McDonalds

Monetary Donations: We accept monetary donations to the following General Post Fund (GPF) Accounts. Please note the GPF account number on the memo line of the check when making the donation.

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| <ul style="list-style-type: none"> 1001 General Purpose Account 1006 Healthcare for Homeless Veterans Fund 1010 Vet Center Fund 1042 OEF/OIF/OND Fund 1051 PTSD Recreation Fund 1056 Mental Health Recreation Fund 1059 Spinal Cord Injury Fund | <ul style="list-style-type: none"> 1019 Holiday & Patient Activity Fund 1009 Social Work Fund 1011 Fisher House Fund 1048 HUD/VASH Homeless Fund 1053 Chaplain Fund 1057 Recreation Therapy Fund |
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Monetary Donations are made payable to **VA Medical Center** and mailed to the following:
VA Medical Center, Attn: Vol Service (135), 3200 Vine Street, Cincinnati, OH 45220

To better assist you when making monetary donations, please consider the online **E-Donate** service this is now available online at www.cincinnati.va.gov. Through the use of E-Donate donors can select the amount in which they wish to apply their donation (all donations go 100% to Veterans). Electronic donations are made through a secure site through the Dept of Treasury's Pay.Gov. A minimum of \$5 is required for online donations and you can donate by use of credit card or debit card.

For further information, please contact Tracy Butts, Program Manager, at [513.861.3100 x4957](tel:513.861.3100), or via email at tracy.butt@va.gov.

**CINCINNATI VA MEDICAL CENTER VOLUNTEER OPEN ASSIGNMENTS
SEPTEMBER 25, 2015**

LOCATION	DAYS	TIME	HOURS	DESCRIPTION
CANTEEN	Week days as available	1100 - 1300	2 hours each tour	Guest reception and customer service.
EMERGENCY DEPARTMENT	Daily including weekends	Monday 1400 - 1800, 2000 - 2200, Tuesday 1400 - 2200, Wednesday 1000 - 1200, 1600 - 1800 and 2000 - 2200, Thursday 1000 - 1200, 1600 - 1800, 2000 - 2200, Friday 1000 - 1500 and 1900 - 2200 Saturday 1400 - 2200, Sunday 1900 - 2200.	VARIOUS	Liason between patients/caregivers and staff.
EYE CLINIC	Friday	0830 - 1400	4 hours each tour	Administrative Volunteer
FISHER HOUSE	2 Days/Week	AS AVAILABLE	4 hours each tour	Donation Coordinator
FISHER HOUSE	2 Days/Week	AS AVAILABLE	4 hours each tour	Kitchen Coordinator
FISHER HOUSE	1 Day/Week	AS AVAILABLE	4 hours each tour	House Beautification Coordinator
FISHER HOUSE	2 Days/Week	AS AVAILABLE	4 hours each tour	Activities/Public Relations Volunteer
FISHER HOUSE	Monday, Tuesday, Wednesday, Thursday and Friday	AS AVAILABLE	AS AVAILABLE	Guest relations/receptionist (2 positions available)
FISHER HOUSE	Sundays	1400 - 1800	AS AVAILABLE	Sunday Greeter
HEALTH INFORMATION MANAGEMENT SERVICE	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	AS AVAILABLE	Perform duties as assigned in patient records management.
HOSPICE/VOLUNTARY	Weekends	AS AVAILABLE	AS NEEDED	On-call volunteers to support dying patients and their families/caregivers.
LOGISTICS	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1000 and 1300 - 1500	4 hours each tour	Administrative service as needed.
MEDICAL SERVICE	Tuesday, Thursday and Friday	0830 - 1100 Preferred	2.5 hours	Hematology/Oncology Clinic needs volunteer to answer phones and take messages.
MEDICAL SERVICE	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1000 and 1300 - 1500	2 hours each tour	Distribute and collect VoV Quick Card Surveys and ensure all Veterans are served in a timely manner.
MENTAL HEALTH CARELINE	Monday, Tuesday, Wednesday, Thursday and Friday	0600 - 2200	4 hours each tour	Make and answer phone calls and office administrative duties as assigned for 7 North.

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LOCATION	DAYS	TIME	HOURS	DESCRIPTION
MENTAL HEALTH CARELINE	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Perform administrative duties as assigned for our Suicide Prevention Office.
MICRO-BIOLOGY	Week days as available	0800 - 1600	4 hours each tour	Administrative service as needed.
MY HEALTHeVET	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Encourage and assist patients to enroll in the system.
OEF/OIF/OND CLINIC	AS AVAILABLE	AS AVAILABLE	AS AVAILABLE	Develop promotional materials for each CBOC with support from Medical Media.
PATIENT BUSINESS SERVICES	Daily including weekends	0730 - 2000	AS AVAILABLE	Administrative service as needed in the MICU/SICU to include ward security control.
PATIENT BUSINESS SERVICES	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Administrative service as needed for the Hamilton CBOC.
PATIENT BUSINESS SERVICES	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Call management center assisting staff.
PATIENT BUSINESS SERVICES	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Greet Patients and Visitors providing directional assistance as required.
POLICE SERVICE	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Administrative Volunteer
PRIMARY CARE	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	4 hours each tour	Office administration.
PROSTHETICS & SENSORY AIDS	Monday and Wednesday	0900 - 1200	3 hours each tour	Make and answer phone calls and guide patients.
VOLUNTARY SERVICE FTD	Tuesdays and Fridays	0900 - 1400	4 - 6 hours each tour	Escort patients from the 3rd floor to PT/OT in the basement and back at Fort Thomas, KY
VOLUNTARY SERVICE	Wednesdays	1230 - 1430	2 hours each tour	Bake cookies for in-patients on 7th Bloor North.
VOLUNTARY SERVICE	Monday, Tuesday, Wednesday, Thursday and Friday	1300 - 1700	4 hours each tour	Medical Center patient escort to include specimen transport as well and other duties as assigned.
VETERANS TRANSPORT NETWORK	Monday, Tuesday, Wednesday, Thursday and Friday	0800 - 1200 AND 1200 - 1600	Up to 8 hours each tour	Passenger van drivers and rider assistants needed to transport Veteran patients to and from the Medical Center for appointments.