



VOLUNTEER OPPORTUNITIES

Referral Coordinator position: POSITION HAS BEEN FILLED!

This position is focused on processing referrals from our clinic providers to our external referral resources via our Athena EMR system. Requires good EMR skills and ability to communicate with providers and patients to help coordinate these referrals.

Ideally, someone with medical background like a medical assistant, CNA, LPN, or RN that can understand the need for referral orders and adjust them if needed. Would most likely take about 6-8 hours per week- the more clinics in a week the more referrals. Training provided.

Nurses:

We are growing faster than we can keep up! Our additional clinic days and hours have taken a toll on our volunteer nursing staff. We are in need of additional nurses, or current nurses who are willing to be part of the Monday/Wednesday teams. We would love to build nursing teams so volunteers work 2-4-hour shifts at our Monday clinic or who will commit to working a specific Wednesday per month. If you know any nurses, please help us with getting more on board so we can continue to grow the clinic.

Patient Care Coordinator:

Calling patients who have recently been seen to make sure they are taking any prescribed meds, answering questions they may have, and encouraging them to get their abs drawn (if ordered). This can be done from your home. (Athena access required)

Greeters - Great opportunity to connect with the patients! Greeting them as they enter, getting their photos added to Athena, getting them checked in and verifying their eligibility.

Check-Out: Setting up their follow up appointment(s) and helping them fill out paperwork for assistance programs for instance.

Checking/Returning Voicemails:

From your home or clinic, we can always use help checking on voicemails and talking to potential new patients about our services and pre-registering on the phone.

Meal Coordinator: POSITION HAS BEEN FILLED!

We need help coordinating meals for our Thursday clinics. With Thursday being an evening clinic, volunteers typically come from their work without time to eat dinner on the way. Providing a meal for them is a need we have. We have several partners who are scheduled to provide a meal on certain evenings, but having someone who will coordinate meals, schedule meal pickups, and deliveries is needed. This position can be done from your home and does not require coming to the office.

Patient Assist Coordinator:

Help patients complete the paperwork needed for patient assist programs. Pharmaceutical companies provide free medications for those who are in need of high cost medications. Our patients in assistance in completing the paperwork correctly and in timely manner. The scheduling of this can be done to accommodate the volunteer.

Translators: We need to add Spanish translators to our current team.