**Section 330.1340 Volunteer Program**

a) If the facility has a volunteer or auxiliary program, a facility staff person shall direct the program. Community groups such as Boy and Girl Scouts, church groups and civic organizations that may occasionally present programs, activities, or entertainment in the facility shall not be considered volunteers for the purposes of this Section.

b) Volunteers shall complete a standard orientation program, in accordance with their facility responsibilities and with the facility's policies and procedures governing the volunteer program. The orientation shall include, but not be limited to:

1) Residents' rights;

2) Confidentiality;

3) Disaster preparedness (i.e., fire, tornado);

4) Emergency response procedures;

5) Safety procedures/precautions;

6) Infection control; and

7) Body mechanics.

c) Volunteers shall respect all aspects of confidentiality.

d) Volunteers shall be informed of and shall implement medical and physical precautions related to the residents with whom they work.

e) Volunteers shall not take the place of qualified staff (e.g., activity professionals, nursing assistants, or case workers).

(Source: Added at 24 Ill. Reg. 17304, effective November 1, 2000)