



## **Central Texas Veterans Health Care System Volunteer Application**

Thank you for your interest in volunteering at the Central Texas Veterans Health Care System. In order for us to help provide you with the best volunteer experience, Voluntary Service will coordinate placement in an area compatible with your skills and interests. Please be aware that all areas do not accept volunteers and some require specific skills. Upon your application being accepted, potential volunteers must complete a pre-screening interview with Voluntary Service.

\*The entire volunteer selection process can take up to 2 weeks.

### **Volunteer Requirements:**

- Submit Voluntary Service Application packet and complete pre-screening interview
- Complete new volunteer orientation
- Provide two forms of state approved ID (TDL, SSC, Passport, Military ID card, etc.)
- Complete fingerprinting and photo for ID badge
- Pass background check (provided by CTVHCS)
- Log volunteer hours in system and wear ID badge while volunteering
- Provide copy of annual tuberculosis test (provided by CTVHCS)
- Commit to a minimum of 100 volunteer hours over one year

### **Once Selected/Approved:**

- Read Voluntary Service Handbook; Complete quiz and signature page
- Meet with Voluntary Service Specialist to discuss assignment placement
- Meet with assignment area supervisor to establish schedule

### **Benefits:**

- Free meal voucher for day of volunteering 4+ hours
- Free flu shot and tuberculosis test provided through Occupational Health
- Annual volunteer recognition awards program

### **Ineligibilities:**

- Voluntary Service does not oversee or register internships/externships; Post-secondary students are not to be considered volunteers while receiving academic credit
- Voluntary Service does not offer shadowing/observation of physicians or clinical staff
- Voluntary Service does not offer community service assignments
- Voluntary Service requires a 6-month waiting period following residential treatment (VHA handbook 1620.01)



**U.S. Department of Veterans Affairs**

Veterans Health Administration  
Central Texas Veterans Health Care System



**Central Texas Veterans Health Care System  
Volunteer Interest Questionnaire**

Thank you for inquiring about volunteer opportunities at the Central Texas Veterans Health Care System. Please take a few minutes to complete our Volunteer Interest Questionnaire. Upon review of your application, you will be contacted by a Voluntary Service staff member if there is a position that matches your interest, skills, and availability.

Name:

Availability:      Monday                      Tuesday                      Wednesday  
                                 Thursday                      Friday                      Weekends  
                                 Mornings                      Afternoons

Are you applying to volunteer hoping to fulfill a school requirement?

Yes                  No

What is your current employment status?

Full-time                  Part-time  
Other

Are you a Veteran?

Yes                  No

What type of volunteer position(s) interest you?

Direct Veteran interaction (inpatient & outpatient care environments)  
Limited Veteran interaction (administrative environment)  
No Veteran interaction (warehouse)

Are you able to commit to volunteering for a minimum of 100 hours within a year?

Yes                  No

Why are you interested in volunteering with the Central Texas Veterans Health Care System?

Share special skills, interests, past work experiences, and/or relevant training.  
(Examples: photography, musician, medical certifications, etc.)

What do you hope to gain from this volunteer experience?

**VA**



**U.S. Department of Veterans Affairs**

Veterans Health Administration  
*Central Texas Veterans Health Care System*

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For Voluntary Service Office Use Only

Comments:

Approval:

Yes

No

Pending

Orientation Date: