

APPENDIX 2B: SCREENING – IF WITH MEDICAL HISTORY

LB / Bfr / Gen Vol xx / xx
Date

«Name»
Blk «Blk», «Street»
#«Unit no»«Building_Name»
Singapore «postal code»

Dear Dr «Name»

Volunteer's name has contacted our organisation to discuss taking on a volunteer position as a **Befriender / Centre Volunteer**.

Volunteer's name tells us that **he / she** is undergoing treatment with you. We wish to ensure that any volunteer positions we suggest will not aggravate his/ her present state of health. We would like your medical opinion concerning his/ her suitability for our voluntary work.

Would you kindly complete the enclosed form and return it via the self-addressed envelope as soon as possible. We have also included a short write up of what the volunteering task entails.

Volunteer's name has given us permission to contact you for this purpose.

Yours sincerely,

Name
Designation
Address
Tel Fax
Email
Website

encl. Authorisation and Brief Write-Up on **Befriending / Volunteering @ Centres**

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FOR RETURN TO LIONS BERIENDERS

Volunteer's name		IC No		
General state of health	Please give general details relevant to his/her capacity to perform the stated volunteering task.			
Please tick in the appropriate box, adding comments, where appropriate:				
<input type="checkbox"/>	Concentration could be difficult			
<input type="checkbox"/>	Tolerance of frustration may be low			
<input type="checkbox"/>	Ability to manage emotional stress may be a problem			
<input type="checkbox"/>	Close supervision would be needed			
<input type="checkbox"/>	Physical limitation (s)			
<input type="checkbox"/>	Any other comments			
Is current treatment, or its side effects, likely to impair performance in any other way?				
In your opinion, would the volunteer in question be suitable for this type of volunteer work? (pls circle)			Yes	No
Signature				
Name				
Date				

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BRIEF WRITE-UP ON BEFRIENDING

Lions Befrienders is a Voluntary Welfare Organisation (VWO) that seeks to relieve the loneliness, isolation and boredom of vulnerable seniors who are living in the community via our Befriending Programme and Outreach Programmes. Vulnerable seniors refer to those who are at risk of social isolation due to either physical, emotional or social circumstance. Most of these seniors have no or limited family support and are mostly living in 1-2 room HDB rented flats.

We recruit and train volunteers to visit the seniors on a weekly basis, offering them companionship and friendship. Their role is to offer a listening ear and to feedback their needs to staff for follow-up. They are our seniors' first point of contact in helping them to integrate into the community. As friendship, trust and bond takes time to develop, their volunteerism requires a long term commitment.

Our Befrienders are offsite volunteers. As such, their volunteering tasks are not supervised in the premises of our organisation. They arrange their own visitation time and are not accompanied by any staff (except for the first visit). Although Befrienders are accompanied by another volunteer during their visits, they may or may not always have senior volunteers to accompany them. At the end of the month, Befrienders will then submit a report on the outcome of their visits through the Check-call report form.

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BRIEF WRITE-UP ON VOLUNTEERING @ CENTRES

Lions Befrienders is a Voluntary Welfare Organisation (VWO) that seeks to relieve the loneliness, isolation and boredom of vulnerable seniors who are living in the community via our Befriending Programme and Outreach Programmes. Under the Outreach Programme there are a total of 3 Neighbourhood Links which serve as a resource hub for the seniors living within their respective service boundaries. The centres also provide many activities for the seniors which aim to promote their social, psycho-emotional and physical well-being.

Centre volunteers play an essential supporting role to staff as they assist in maintaining, organising, executing centre programmes and lending support for fundraising events. In addition, they can offer a listening ear to members and feedback their needs to staff for follow-up. They are our members' first point of contact in helping them to integrate into the community. As friendship, trust and bond takes time to develop, their volunteerism requires a long term commitment.

- Although the volunteering tasks are carried out within our premises, there is very little supervision from our staff thus centre volunteers are expected to work independently.

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Date

Name

Address

Dear name,

LETTER OF AUTHORISATION

I, _____(Name) of NRIC No _____ hereby authorise

Lions Befrienders Service Association (Singapore) to obtain an endorsement of my ability to perform volunteering tasks with Lions Befrienders.

Should you need clarification, I can be contacted at

Thank you

Yours sincerely

Signature and Name