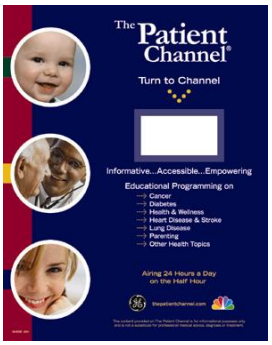
Implementing A Volunteer Program

Purpose/Goal:
Distribute 8.5 X 11 viewing guides/flyers through service volunteers, patient representatives, or nursing students to help make patients aware of The Patient Channel (TPC) on a daily basis in an easy, inexpensive way.

To help TPC coordinators maximize the reach and benefit of this patient education without adding to the workload of staff.



TPC Flyer Front

TPC Flyer Back

(you can also create a Babytalk version)

How to implement at your facility:

1. Request Management Approval (If required)
2. Alert hospital staff (nursing, physician, other) as appropriate.
3. Identify at least 2 participants (volunteers, patient representative, nursing students) to be responsible for leading and training the other participants on the program as deemed necessary (one as a back-up).
4. Create flyer front side
    a. Go to TPC Web Site (www.thepatientchannel.com)
    b. Under For Hospital Staff, click on "Tools for Educators."
    c. Click on "Create Your Own Flyer with Your Channel#"
    d. Print a "master" in color using either or both TPC or Babytalk posters (TPC is used for the sample of flyer front above)
    e. Have a quantity of the front duplicated in color on site if available, or at local printer (e.g. Kinkos).
    f. If you can't print your own masters of the front, TPC can provide enough flyer fronts for TPC and Babytalk programming for pilot period, if you prefer.
5. Create flyer back side
    a. Go to TPC web site (www.thepatientchannel.com) and click on TV Schedules.
    b. For **all TPC programs**, click on "Day at a Glance" or "Week at a Glance." For **Babytalk** programs only, click on "By Category" and choose Babytalk series. We suggest that you choose the "Print PDF" option as a print-friendly version.
    c. Load your stock of flyer fronts from step 4 above, into your printer; print sufficient quantity of schedule for period desired for TPC and Babytalk.
    d. Repeat step "c" as needed. Remember that our programming schedule changes every 90 days. We give 30 days notice before such change.
    e. Internally, print quantity needed, using internal printer.
6. Distribute through service volunteers, patient representative or nursing students daily, in conjunction with their other initiatives.
7. Identify method of sustaining, in the event of staff turnover.

Special thanks to Debbie Fleming at Gulf Coast Hospital in Fort Meyers, Florida for sharing this idea! View Gulf Coast's flyer here:
http://www.gehealthcare.com/gecommunity/patient_channel/doc/poster_example.pdf