

## Is a Police Information Check Necessary?

Volunteers may or may not require a Police Information Check or Vulnerable Sector Check in their position/  
Use this template as a tool to help make a determination of the potential associated risks.

### ELEMENTS OF THE POSITION

<b>POSITION TITLE</b>	
<b>DUTIES/ACTIVITIES</b>	
<b>CLIENT/PEOPLE SERVED</b>	
<b>LOCATION/SETTING</b>	
<b>SUPERVISION/TRAINING</b>	
<b>OTHER DETAILS</b>	

### CONSIDERATIONS

<b>What are the required skills, abilities, and qualities needed for this role?</b>		
<b>What are the risks?</b>		<b>Are there policies in place to address the risks?</b> <input type="checkbox"/> IN CONSIDERATION <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>List potential questions you might ask to determine the above.</b>		

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### ELEMENTS OF THE POSITION

<b>POSITION TITLE</b>	Meals on Wheels - Delivery Driver
<b>DUTIES/ACTIVITIES</b>	Collect meal bags, deliver meals to clients' homes and provide a daily security check. Support clients' well-being by delivering nutritious meals and noting changes in appearance and health. Pick up delivery bags with meals. Use route sheets and access/entry information to deliver client meals.
<b>CLIENT/PEOPLE SERVED</b>	Homebound seniors or adult with disabilities
<b>LOCATION/SETTING</b>	Travel by car with Meals on Wheels driver, and take meals into clients' home
<b>SUPERVISION/TRAINING</b>	Report problems or concerns immediately upon completion of route
<b>OTHER DETAILS</b>	Patience with clients; work well as part of a team; be reliable and punctual

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<b>POSITION TITLE</b>	Swimming Assistant Volunteer
<b>DUTIES/ACTIVITIES</b>	Assist with swimming activities for residents with disabilities. Enhance enjoyment of pool activity and promote client's comfort and safety in the water. Accompany client into the swimming pool; may need to assist client with changing of clothes and entering and exiting the pool.
<b>CLIENT/PEOPLE SERVED</b>	Person with special needs physical/developmental disability ages 15 - 45
<b>LOCATION/SETTING</b>	Group activities take place on agency's premises
<b>SUPERVISION/TRAINING</b>	Swimming facility at local community centre
<b>OTHER DETAILS</b>	Sensitive to the need and challenges faced by people with disabilities

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<b>POSITION TITLE</b>	Hospice Client Support Volunteer
<b>DUTIES/ACTIVITIES</b>	Enhance client quality of life through emotional/social care and practical (non-medical) assistance, support clients without giving advice, judging or trying to fix. <ul style="list-style-type: none"> <li>• Provide one-to-one, end-of-life support.</li> <li>• Co-facilitate a group session of bereavement support.</li> </ul>
<b>CLIENT/PEOPLE SERVED</b>	Seniors living with a life-limiting illness, as well as their families
<b>LOCATION/SETTING</b>	Seniors facilities, private residences
<b>SUPERVISION/TRAINING</b>	On-going support, no direct supervision for one-to-one, co-facilitator for group sessions
<b>OTHER DETAILS</b>	Comfortable talking about death, dying, and bereavement

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