



HSVMA-RAVS VOLUNTEER AGREEMENT

This agreement confirms that you have been accepted to participate in an HSVMA Rural Area Veterinary Services field clinic. Your primary program contact with RAVS will be Windi Wojdak, HSVMA-RAVS Director. You will be assigned an on-site trip leader and supervising staff while deployed in the field. A signed copy of this agreement will be requested at the start of your field clinic assignment.

A. Organization

The Humane Society Veterinary Medical Association Rural Area Veterinary Services Program (HSVMA-RAVS) accepts your services as a volunteer, and in our commitment to you, agrees to do the following:

- We will explain our mission and policies and provide orientation and training for your field clinic assignment. We will provide clinical instruction and supervision in the veterinary field clinic setting. We will also provide written training materials and instructions on HSVMA-RAVS procedures and protocols.
- We will treat you as a valued RAVS team member.
- We will provide feedback on your performance and provide opportunities for you to give us feedback so that we might better accomplish our respective tasks.

B. Volunteer

By accepting a volunteer position with HSVMA-RAVS I agree to do the following:

- I will conduct myself in a responsible and professional manner whenever providing HSVMA-RAVS volunteer services, especially when interacting with the public. If I receive a question I cannot answer, I will refer the person to a staff member or an authorized volunteer.
- I will read all training materials and written instructions provided to me via the HSVMA-RAVS website, email or print materials I receive related to my volunteer work, and I will follow all other instructions given to me by staff or my on-site supervisor.
- I will be responsive to communication from staff and my on-site supervisor, and will be open about any questions or concerns I have regarding my volunteer work.
- I understand that patient care and welfare is the highest priority in all RAVS clinic activities and assignments and that this priority will take precedence over student training or volunteer preferences. I will be prepared to accept any assignments as directed by my on-site supervisor regardless of higher personal qualification or past experience. I will act only within the scope of my experience and assignment.
- I will follow the safety procedures outlined in the volunteer training materials and presented to me during training. This includes, but is not limited to, only performing tasks within trained capabilities; being familiar with the proper use and operation of equipment on which I have been trained; and reporting any safety hazards, incident or injury, including animal bites or scratches, to staff immediately.
- If I am injured while acting as an unpaid member of the volunteer team, I am not provided insurance of any type, and HSVMA/The Humane Society of the United States (HSUS) does not provide me with workers' compensation of any kind. I authorize HSVMA staff to seek emergency medical treatment for me in the case of an accident, injury or illness.
- I understand that I may become privy to confidential or proprietary information of The HSVMA/HSUS. I will not disclose any confidential or proprietary information regarding The HSVMA/HSUS to any person, company, group or organization. I will not use any confidential or proprietary information in any manner that would be detrimental to The HSVMA/HSUS, and I will avoid any actions that might impair the reputation of The HSVMA/ HSUS.
- While I understand that either HSVMA or I may end my service as a volunteer at any time for any reason, I agree that my failure to comply with this agreement may result in the immediate termination of my volunteer service.
- By submitting my confirmation of acceptance to participate in an HSVMA-RAVS field clinic I acknowledge receipt and agreement with this Volunteer Agreement.