**Checklist for ShareCare Training**

□ What is ShareCare? / brochure

□ What is the history of ShareCare?

□ Volunteer Protection Act / Volunteer Insurance Program

Confidentiality and the Care Receiver's Family and you

Ethics Policy

□ *I have read and understand the Ethics Policy of ShareCare Faith in Action and I agree to abide by this Policy in all dealings for and with ShareCare Faith in Action.*

□ Emergency Procedure / Red Flags

□ General Volunteer Guidelines

□ Job Descriptions:

 □ For Drivers

 □ Accident Report Form

 □ Driver Safety Checklist

 □ *I have read the Driver Safety Checklist and agree to drive defensively while driving a ShareCare client.*

 □ Mileage Reimbursement

 □ Other Job Descriptions

□ Communication / Listening Guidelines

□ Volunteer Applications and Forms

□ Submitted copy of Driver’s license and insurance card

*I have received a Volunteer Orientation Manual and completed the necessary training.*

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Signature Date