

TURNING POINT

A Community Resource of

 THE UNIVERSITY OF KANSAS HEALTH SYSTEM

Dear Friend,

Thank you for expressing an interest in Turning Point's Volunteer Program. Our Vision at Turning Point is to enhance the lives of children, adults living with serious or chronic illness and their caregivers through innovative education and comprehensive support services. These comprehensive programs and services – including our Turning Point Volunteer Opportunities – lend great support to the fulfillment of our mission.

Please look us over; review our Program Calendar and our website at www.turningpointkc.org. When you read about us, you will understand why we believe in what we do. Our programs are supported by individual donations, corporate grants, foundations, and volunteers so we can offer them without charge to our participants. Volunteers are a meaningful part of keeping our operating costs down which allows us to continue our “no charge policy.” This is how we can offer such high quality and diverse programming. You will play a very important role in the valuable service we provide to our community.

Review the Volunteer Application with opportunities listed, and *start the process now!* Complete our application, sign the Statement of Confidentiality, complete the background check authorization, and return your application. I will call you to set up a time when we can talk. Together we'll explore meaningful volunteer opportunities that meet your time commitment and interests. Our Vision, a wonderful Turning Point Team with fellowship to serve, and your commitment of time and talent is a win – a win for all.

Turning Point has much to offer. Thank you for taking the time to learn about us.

Sincerely,

Abby Barry
Office Specialist
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Leawood, KS 66206
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913-574-0900



VOLUNTEER APPLICATION

Join us · Be a Turning Point Volunteer

Today's Date: _____

Name _____ Date of Birth _____
(Last Name) (First Name) (month & date)

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell _____

e-mail address _____

Emergency Contact Name _____ Phone _____ Relationship _____

Current Employer _____ Occupation _____

Employer Address _____ City _____ State/Zip _____

Education/Employment/Volunteer History

High School _____

College _____ Major _____

Previous Employer _____ Occupation _____ Years _____

Previous Volunteer Experience including dates and description of service:

Your special interests and skills ie. computers, arts & crafts, music, exercise/dance:

The 3 adjectives that best describe you are:

Turning Point Hearts & Hands Volunteer Opportunities

Please indicate your volunteer preferences (check as many as you wish!)

- Front Desk Volunteer:** You will be the first impression many people will have of Turning Point. If you are an outgoing, organized person who loves multitasking, this is the place for you. Some of your responsibility's will be; front desk greeter, answering the phone, enrolling participants in programs, assisting with class preparation, making reminder calls and other related duties. The usual commitment is three hours per week between the hours of 8:30 and 6:30. This position requires a background check and lab work.

- Children's Programming Support:** Be prepared to jump in, possibly get messy and have fun with great kids! While working with kids we function with a certain level of organized chaos. Your talents can be utilized by greeting children and parents, assisting with room set-up/clean up, working hands-on assisting facilitators and children with art, music, movement and other creative forms of expression. We need volunteers at monthly groups, day camps, and one time programs. Time commitment may be sporadic and time will vary depending on the length of the program. It is great to have a volunteer that we can call on when the need arises. We are looking for folks who love children, appreciate their energy and can be flexible to assist the facilitators to best serve the group. All Children's Program Support Volunteers require a background check.

- Outreach Representative:** If you love meeting new people, have flexible free time and are passionate, knowledgeable and articulate about Turning Point's mission this is the job for you. You will represent Turning Point at Health Fairs and Community Events by being the face and voice of Turning Point to all the visitors who are new to learning about Turning Point's programs and goals. The usual commitment varies but is typically no more than 2-4 hours per event about once a month.

- Garden Volunteer:** Do you enjoy beautiful flowers and making things happen in the garden? Whether your thumb is green or a dusty shade of beige, we are looking for people who enjoy spending time outdoors digging in the dirt. Turning Point has a lovely hidden garden that runs along the west side of our building. We have a small committee of volunteers who help with everything from planting to pruning to caring for our bubbling fountain. Your participation can range from helping once a month with maintaining the plants to checking the fountain's water level once a week. The garden is truly a place of beauty and we are always looking for volunteers to help us care for it.

- Annual or Special Events:** Bridge of Hope, Annual Fund Raiser, Spa night etc. There is always excitement in the air, the feeling of anticipation of what the hours ahead will bring. This is an opportunity to make our guests feel special and pampered. Your responsibilities are to help the event run seamlessly and your duties may include pre-event set up, greeting, check-in, assisting with donations, and clean-up. Time commitment will vary depending on the event.

If you have a preference, please circle the days and time of the week you prefer to volunteer:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Morning Afternoon Evening

Special Comments related to your availability to volunteer: _____

Please tell us any special accommodations you will need to volunteer:

Please list two individuals we may contact, with your permission, for personal reference:

1. Name _____ Relationship to you _____

Address _____

Phone Number(s) _____

2. Name _____ Relationship to you _____

Address _____

Phone Number(s) _____

Please use this space to tell us why you wish to be a Turning Point Volunteer, or any other information you believe would be help us to match you with the best volunteer position and experiences:

Thank You!

I affirm that the information provided on this application is true and complete. I understand that before I begin my volunteer service I will be interviewed and complete/sign the Volunteer Statement of Confidentiality. Furthermore, **if I wish to work with children or the front desk, I give consent to a Missouri and Kansas reference check (Background History Record Information).**

Signature _____ Date _____



VOLUNTEER STATEMENT OF CONFIDENTIALITY

As a volunteer of Turning Point, a non-profit health organization serving individual clients and their families, I may become aware of personal and private areas of people's lives. I understand and agree that it is my responsibility to protect the privacy rights of all Turning Point clients, and to hold all medical and client information in confidence except as necessarily transmitted to other health care personnel involved in the care of the client, and except as authorized by either the client and/or required for continuing treatment.

I have been advised that client privacy and confidentiality of client information are protected by both federal and state laws, and I understand that violation of such laws might result in either civil or criminal penalties.

Furthermore, all private and personal information that you may become privy to regarding staff or guests of Turning Point shall be respected and confidentially protected.

I further understand that violation of this policy will be considered grounds for termination of my volunteer service to Turning Point.

Printed Name _____

Signature _____ Date _____



COPY REQUEST

Section A: Consumer Information

Please complete all fields except as noted.

Full Name: First: Middle: Last:

(Check one if applicable): Jr. Sr. Date of Birth:

Social Security or Individual Tax Identification Number:

Full Current Address: (Information will be mailed to this address)

Street Address: Apt. #:

City: State: Zip:

Phone Numbers (Optional):

Home: (Area Code) (Number) Work: (Area Code) (Number) Mobile: (Area Code) (Number)

Current Email Address (Optional):

Section B: Authorization Release

Please complete the following release to authorize the copy request.

I, (your name), authorize IntelliCorp Records, Inc. to release a copy of my background

check report that I have requested.

Signature: _____

Date: _____

Please mail, fax or e-mail this completed form to:

IntelliCorp Records, Inc.
3000 Auburn Drive, Suite 410
Beachwood, Ohio 44122
Phone: 866-202-1436
Fax: 216-450-5279
E-Mail: reinvestigation@intellicorp.net

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer

reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is

placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection (OCFP) Division of Consumer Compliance Policy and Outreach 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>