



Dear Applicant,

Thank you for your interest in our summer volunteer program at Tanner Health System! This educational — and fun — program runs from June 1 through Aug. 1.

To participate, you must:

- Be a student between the ages of 15 and 18.
- Have a 3.0 (B) grade point average (GPA).
- Return a **completed** application with parental/guardian signature and consents by the deadline.
- Provide two letters of recommendation — one from a school counselor with GPA and attendance records included.
- No disciplinary actions in the last 12 months.
- Type answers to essay questions on a separate sheet of paper.
- Be available six weeks of summer virtually.
- Provide a copy of immunizations if participating in onsite volunteering.
- Complete a TB test and submit the record with your application if participating in onsite volunteering.
- Have a parent review the online orientation.

This is a volunteer opportunity and you do not have to be in a healthcare pathway — it is only necessary to meet the guidelines above. There will be opportunities to continue volunteering through the school year if you're invited at the end of the summer.

Please ask me any questions you have about this program.

Sincerely,

Jeanette Wheeler
Director of Volunteer Services
Tanner Health System

Tanner Teen Institute Summer Program

Thank you for your interest in the Tanner Teen Institute!

Volunteers provide great customer service to our patients and their loved ones, support our professional staff and advance our mission to improve the health of the communities we serve.

The Tanner Teen Institute Summer Program runs from June 1 through Aug. 1. It gives students access to the operations of a hospital. Volunteers will interact with clinicians and support hospital staff virtually.

About the Program

Healthcare career exploration classes are informative, virtual education sessions where students engage with medical professionals. Students will also learn about different career pathways in health care.

Previous healthcare career exploration classes included:

Public Speaking HR – How to Create A Resume HR – How to Interview Customer Service

Hear from medical professionals in pharmacy, behavioral health, emergency management, respiratory therapy, diagnostic imaging, lab, nursing, physical therapy and nonprofit management.

Onsite Volunteer Assignments

Students will be assigned to a volunteer service area listed below. Students are placed in service areas based on the needs of the hospital and availability.

Examples of areas of service include:

Administrative offices COVID-19 vaccine clinics Health and community wellness
Gift shops Information desks Medical offices

Tanner Teen Institute Summer Program Commitment: Each student will participate in all virtual assignments and opportunities.

Verification of Hours

If the student meets the minimum requirements listed above, they will receive a letter of recommendation from the Director of Volunteer Services at the end of the program.

Thank you for your interest in the Tanner Teen Institute Summer Program!



Personal Information

Name: _____	Home Phone Number	
Address: _____	() _____ - _____	
City: _____ State: _____ Zip Code: _____	Student Cell Phone Number	
Date of Birth: ____/____/____	() _____ - _____	
You must be at least 15 years old to volunteer.	Email:	
Emergency Contact Information: _____	Relationship to Contact: _____	Emergency Contact Phone Number:
		() _____ - _____
T-Shirt Size: _____		

Education

Name of High School: _____	School Phone Number:
School Address: _____	() _____ - _____
City: _____ State: _____ Zip Code: _____	
School Counselors Name: _____	
What grade will you be in Fall of 2022: _____	

How did you hear about Tanner Teen Institute?

- How did you hear about the Tanner Teen Institute?

- Have you ever volunteered with Tanner Teen Institute before?

Availability

You must be available a minimum of 6 weeks out of the summer.

You must have access to a computer and have internet access. You must also be available the week of June 6th - June 10th for an in-person education week.

References

References should be an adult — not one related to you — who you know through school, the community, a religious institution or employment.

Name: _____

Phone Number: (____) _____ - _____

How do you know this person? _____

Name: _____

Phone Number: (____) _____ - _____

How do you know this person? _____

Questions:

Please answer the questions below on separate sheet of paper. Answers must be typed.

1. Provide three reasons why you would like to volunteer with Tanner Health System.
2. What does customer service mean to you?
3. Give two examples that demonstrate you're a dependable person.
4. Where do you see yourself in three years?

As a Tanner Teen Institute Volunteer, I understand I am required to:

- Be a student between the ages of 15 and 18.
- Have a 3.0 (B) grade point average (GPA).
- Turn in a **completed** application with parental/guardian signature and consents.
- Provide two letters of recommendation, including
 - One letter from a school counselor with GPA and attendance documentation
 - One letter from someone in the community or a teacher
 - Returning Teen Tanner Institute students *will not* be required to have two letters of recommendation.
 - Please submit your latest report card.
- Follow Tanner Health System rules and regulations as specified on the attached liability and teen agreement form.
- Be available for six weeks of summer.
- Attend student orientation.

This program can be completed virtually or combined with in-person volunteer opportunities.

Due to COVID-19 restrictions, in-person volunteer opportunities will be limited to hospital support departments, vaccine clinics and community wellness assignments.

I have fully completed the Tanner Teen Institute application and have read the above requirements.

Date

X

Tanner Teen Institute Student Applicant

X

Parent or Legal Guardian of Student

Tanner Teen Institute Summer Program Check List

Application

- Filled out application completely
- Included the essay questions (typed on separate piece of paper)
- Copy of GPA
- Copy of Attendance Record
- Copy of Immunization Records (if you plan on volunteering in person)
- Copy of COVID-19 Vaccination Record (if you plan on volunteering in person)
- Copy of TB test (if you plan on volunteering in person)
- Recommendation Letters (2)
- Signed Parent Medical Liability Release Form

Mail application to:

Volunteer Services Department
Tanner Medical Center
705 Dixie Street
Carrollton, Georgia 30117

Applications are due on Friday, April 15, 2022.

After your application has been received by Volunteer Services it will be reviewed. This review process could take up to three weeks. You will be notified by mail of the status of your application to the Tanner Teen Institute Summer Program.

If you are accepted, you are required to attend a **Student and Parent Virtual Orientation**.