

## McKean County Shrine Club Shriners Hospital Transportation Service GUIDELINES

All Shrine drivers are volunteers with families of their own. They donate their time without compensation for you and your family to help you keep your child's appointments at Shriners Hospital in Erie, Shriners Clinics in Bradford and in special circumstances other medical appointments related to your child's care at Shriners Hospital. The Shrine driver's obligation is to safely transport the patient(s) and the parent or guardian to the hospital. In order to assure a safe and successful trip we ask for your cooperation in observing the following guidelines:

- 1) To secure Shrine transportation service give adequate notice by contacting the Shrine Transportation Program Coordinator at CARE for Children (814-362-4621) **at least 10 days prior to your child's appointment.** Sometimes situations arise and an appointment is needed immediately, the Transportation Program will work to secure you a ride if at all possible.
- 2) If for any reason your Shriners Hospital appointment is cancelled, it is your responsibility to call CARE for Children to let them know as soon as possible.
- 3) At least one parent or guardian must accompany the patient(s) on the van, in the hospital, and at all rest stops.
- 4) Meet the van, promptly, at the appointed time and place.
- 5) All travelers must be secured in seatbelts or age/weight appropriate car seats at all times while in the vehicle. Children must be under control. (The Shrine drivers have car seats available upon request.)
- 6) If another adult, other than the child's parent/legal guardian is accompanying the patient, the driver must receive written permission from the parent/guardian to proceed with transportation
- 7) En route, the drivers are in charge at all times. Stops are at the driver's discretion. Time in transit will be determined by the drivers, weather, and traffic conditions.
- 8) Vehicles will not transport excessive personal items. All items including wheelchairs, braces, handbags, etc. must be approved by the driver prior to boarding. The driver is not responsible for any lost or stolen items.
- 9) You are obligated to keep the van clean and clear of trash, wrappers, food, etc.
- 10) **SMOKING is prohibited.**
- 11) Drivers are not trained to handle any health care emergencies so all travelers must be in stable health. **911 will be called for medical emergencies.**
- 12) Hospital rules and regulations must be followed at all times.
- 13) We suggest you and your child eat a meal prior to leaving for the hospital. You may also want to bring snacks. Lunch will be furnished at the hospital for the patient and accompanying adult. Additional food, drinks and snacks at the hospital will be the responsibility of the parent/guardian. If an appointment runs late, a box lunch or a stop for a light meal will be provided.
- 14) **The driver reserves the right to discontinue the trip at any time if any of these guidelines are violated.**

We are pleased to be able to help, but we ask for your full understanding and cooperation with the above guidelines. If you disagree with any of the above, we suggest you secure other means of transportation to your appointment at Shriners Hospital.

**If you agree to abide by the above guidelines, sign the attached Consent Form and present it to your driver the day of the appointment. Keep these Guidelines for your reference.**