

# **Scope of Services**

## **Baltimore City Needle Exchange Volunteers**

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**Volunteer Name:** \_\_\_\_\_

The following duties may be performed by the above named volunteer while serving as a volunteer to the Baltimore City Needle Exchange Program:

- Volunteer will be permitted to exchange syringes for clients on a 1:1 basis.
- Volunteer may provide Hepatitis C Prevention education to clients.
- Volunteer may make harm reduction kits.
- Volunteer may assist staff in the inventory and stocking of the Needle Exchange van.
- Volunteers licensed and certified to perform phlebotomy in the State of Maryland may perform venipuncture for CTR providing documentation is provided to and verified by the Baltimore City Health Department.

Volunteers will be responsible for appropriate conduct at all times while working on the Needle Exchange van. Volunteer staff shall be professional and courteous to clients. Volunteers report directly to the Program Manager, Derrick Hunt and the Assistant Program Manager, Jeff Long.

**Volunteer Signature:** \_\_\_\_\_

**Program manager Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_