

Appendix 7 – Volunteer Deployment Process through COVID-19 Pandemic

Redeployment of existing volunteers into Field Hospital or COVID-19 response roles

1. Volunteer Service send out communication around postponement/suspension of roles and share COVID-19 response opportunities and identify suitable volunteers.
2. Where necessary the following employment checks take place; Occupational Health and DBS.
3. Volunteers complete All Wales COVID-19 Workforce Risk Assessment and discussion to take place with Volunteer Service.
4. Records to be updated and maintained of all temporary deployment arrangements whether planned or unplanned on the volunteer database.
5. All necessary training identified for alternate temporary role and local induction/orientation to be completed.
6. All volunteers are deployed in accordance with volunteer policy and processes.
7. Volunteers to return to original role when appropriate.

Redeployment of Field Hospital and COVID-19 response volunteers to non COVID-19 response roles

1. Volunteer Service send out communication around temporary volunteer opportunities to existing volunteers in first instance and then to new COVID-19 response volunteers
2. Where necessary the following employment checks take place; Occupational Health and DBS.
3. Volunteers complete All Wales COVID-19 Workforce Risk Assessment and discussion to take place with Volunteer Service
4. Records to be updated and maintained of all deployment arrangements whether planned or unplanned on the volunteer database.
5. All necessary training identified for alternate role and local induction/orientation to be completed.
6. All volunteers are deployed in accordance with volunteer policy and processes.
7. Roles are to be offered on a temporary basis and may end with return of existing volunteers or in the event of further waves of infection and a greater support need identified in Field Hospitals or other COVID-19 response roles.