



Volunteer Services Processing Fee

A **non-refundable** fee in the amount of \$25 is required to begin processing your application.

Please make your payment at the UMC Cashier located within Main Admitting. The cashier is open Monday-Friday from 7am-5pm.

Please show the cashier the fund information below:

UMC-Restricted-Volunteer Svcs Proc Fund

IO: 106600

Fund: 7290.003

Return this form and your payment receipt to Volunteer Services for your file.

Volunteer Name: _____

Date Received: _____

Received By: _____



Volunteer Drug/Alcohol Testing Consent Form

I hereby consent to submit to a drug and alcohol test and authorize Quest Laboratories or other testing laboratory designated by UMC to perform the tests within 48 hours deemed necessary to determine the presence or absence of drugs and alcohol in my urine.

I authorize the designated laboratory to release my test results to UMC and, if necessary, to a Medical Review Officer, selected by UMC, to evaluate my test results. I understand that the Medical Review Officer may request proof that I am taking a controlled substance pursuant to a lawful prescription issued in my name. If requested, I must provide such proof within 72 hours. I further understand that the Medical Review Officer will release my final test results to UMC.

I understand that a positive result may render me ineligible to volunteer at UMC.

I agree to hold UMC harmless from any liability arising in whole or part, from the collection of specimens, testing, and use of the information from said testing in connection with UMC's consideration of my application for volunteering.

I further understand that a positive result may be reported to governmental agencies and/or boards as mandated by law.

Print Name

Signature

Date

VOLUNTEER SERVICES PROCESSING

1. **Complete the Drug/Alcohol Screen:**

Step 1: Go to <http://www.questdiagnostics.com> to schedule an appointment or call 702-733-7866. Attached is a list of some of the Quest locations. It is better to schedule the appointment online if you can.

Step 2: Please email volunteerservices@umcsn.com to let us know the day and time of your appointment so we can create an order for you. Please give us as much notice as possible—sometimes we don't check messages until the end of the day.

Step 3: Check your email for the order confirmation **emailed directly to you from Quest Labs**. Be sure to check your junk mail as sometimes this message goes to junk/spam. **Take the confirmation with you**, as sometimes the order does not show up immediately in Quest's system.

***** IMPORTANT:** This testing must be done within **48 hours** of being ordered. If you cannot complete it in this timeframe please notify us via volunteerservices@umcsn.com. There is no cost associated with this testing, and we will be automatically notified of the results.

2. **Complete background check from MyCertiphi:**

If you are over 18, complete the background check that will be **emailed directly to you from MyCertiphi**. Be sure to also check your junk/spam mail for it. Do this in a timely manner. There is no cost associated with this and we will be automatically notified of the results.

3. **Complete TB Testing and Health Screening:**

Please call Enterprise Employee Health Clinic at (702) 383-3660. Their information is attached. You will need to bring your immunization records and any recent TB information you may have. Depending on the time of the year you will also be required to receive the flu vaccine, refuse the flu vaccine, or demonstrate proof that you have recently received it. There is no cost associated with this screening, but **do this in a timely manner** as this process can take about two weeks.

4. **Email Volunteer Services:** at volunteerservices@umcsn.com **when you have completed all of these requirements** so we can send your orientation link to you.

Please let us know if you have any questions or difficulties with your processing. You will receive a faster response through emailing us at volunteerservices@umcsn.com



<http://www.questdiagnostics.com>
702-733-7866

Hours displayed are regular business hours
Variations may occur due to holidays

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| <p>Burnham Medical Center 4230 Burnham Ave, Suite 144 Las Vegas, NV 89119 HOURS: Sun. 5:00 AM - Midnight • M & T 24 hrs • Wed. Midnight - 8:00 PM • Thurs. - Sat. 5:00 AM - 8:00 PM</p> | <p>Legacy Business Park 1701 N. Green Valley Pkwy, Bldg 7, Suite D Henderson, NV 89074 M - F 6:00 AM - 6:00 PM</p> |
| <p>Centennial Hills 7901 W. Tropical Pkwy, Suite 140 Las Vegas NV 89149 M - F 7:00AM - 4:00 PM</p> | <p>Spring Valley MOB 5380 S. Rainbow Blvd, Ste 208 Las Vegas, NV 89118 M - F 7:00 AM - 4:00 PM * Medical Office Building*</p> |
| <p>Campbell Court Patient Service Center 3100 W. Charleston Blvd Suite 110 Las Vegas, NV 89106 M - F 7:00 AM – 3:30 PM</p> | <p>Peccole Ranch 9499 W. Charleston Blvd, Suite 110 Las Vegas, NV 89145 M - F 7:00 AM - 3:30 PM</p> |
| <p>Eastern Marketplace 10120 S. Eastern Ave., Suite 130 Henderson, NV 89052 M - F 6:30 AM - 5:00 PM Sat. 6:00 AM - 2:30 PM</p> | <p>Rainbow / Charleston 761 S. Rainbow Blvd. Suite 100 Las Vegas, NV 89145 M - F 6:30 AM - 5:00 PM • Sat. 6:00 AM - 2:30 PM</p> |
| <p>Henderson – East 210 N. Boulder Hwy, Suite 140 Henderson NV 89015 M - F 7:00 AM - 3:30 PM</p> | <p>Southern Hills MOB 9280 W. Sunset Rd, Suite 120 Las Vegas NV 89148 M - F 7:00 AM - 12:00 PM & 1:00 PM - 3:30 PM * Medical Office Building*</p> |
| <p>Lake Mead/Buffalo (Mega Ctr) 7460 W. Lake Mead, Suite 3 Las Vegas, NV 89128 M - F 6:30 AM - 6:00 PM Sat. 5:00 AM - 3:00 PM</p> | <p>Spring Valley 4180 S. Rainbow Blvd, Suite 801 Las Vegas, NV 89103 M - F 7:00 AM - 4:00 PM</p> |
| <p>Lake Mead – North Las Vegas 1815 E. Lake Mead Blvd, Suite 311 N Las Vegas, NV 89030 M - F 7:30AM - 4PM</p> | <p>West Charleston 3100 W Charleston Blvd, Suite 110 Las Vegas, NV 89102 M - F 7:00 AM – 3:30 PM</p> |



By Appointment Only TB testing

Bring immunization records,
Previous TB test results

Enterprise Quick Care
1700 Wheeler Peak Drive, Las Vegas NV 89106
(702) 383-3660

The Hours of Operation Volunteer Health Processing are:
Mon, Weds, & Thurs: 7am – 3pm
Tues & Fri: 7am – 9pm



The nearest cross streets are Martin Luther King Blvd & Owens
Behind the U.S. Post Office.

