



KENAI SENIOR CENTER

Helping People Age with Dignity

361 Senior Court • Kenai, Alaska 99611

Telephone: (907) 283-4156 • Fax: (907) 283-3200

Volunteer Application

Name _____ Date _____

Address _____

City _____ State _____ Zip _____

Mailing Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email _____ Date of Birth _____

Circle activities you are interested in helping with:

- Crafts
- Kitchen Help
- Light Janitorial
- Fund Raising
- Light Yard Work
- Visiting
- Driving
- Office
- Other _____

Days available _____ Hours available _____

Signature _____ Date signed _____

Kenai Senior Services

City of Kenai

361 Senior Court

Kenai, AK 99611

907-283-4156, Fax 907-283-3200

CONFIDENTIALITY STATEMENT FOR EMPLOYEES AND/OR VOLUNTEERS

I agree that as I have access to confidential information or will hear or discuss confidential information at the Kenai Senior Center, I must not repeat any information heard or use any data shared except required by my assigned job duties.

I agree to hold as confidential all information obtained from any source (such as computer, written or oral language), during the course of my work at the Kenai Senior Center. This information includes any data regarding seniors in the community, physicians, staff, and the confidential business matters of this facility.

I understand that access to the computer, if given access, is to be held in strict confidence and not shared with any other person. If it appears that an unauthorized use has occurred, I will immediately notify my supervisor.

I agree to keep all information pertaining to clients confidential and understand that any violation of confidentiality may result in disciplinary action and/or lead to involuntary termination from this facility.

I agree that I have read the KENAI SENIOR CENTER PRIVACY PRACTICES POLICY and will agree to follow the rules and guidelines established in said document.

Name

Date