

Note: This letter is to be taken by the applicant to the office of the physician conducting his/her physical examination.

RE: Assessment of Pre-existing or Current Physical/Emotional Health Conditions of Volunteer Applicants.

Dear Examining Physician:

_____ has applied for a Volunteer Staff position with MERCYWORKS, a program of Mercy Home for Boys & Girls. Because of the special needs of children who come to Mercy Home for Boys & Girls for care, the position is very demanding. Therefore, it is important that the physical and emotional health of the individuals who are accepted for a volunteer position be such as to not interfere with the regular exercise of their duties.

Conditions of physical and emotional health, either pre-existing, current or future, which prevent or limit fulfillment of the stated or implied aspects of the position and for which there appears to be no reasonable accommodation, will result in the determination of the applicant being incompatible with the position.

Conditions that may interfere with the position are: a) negate the ability to safely operate a motor vehicle; b) impair alertness or logical problem analysis or judgement; c) prevent locomotion in a multiple level structure necessary for meeting the day-to-day care and safety needs of our children; and d) jeopardize the safety and health of our children.

Could the individual who is acting as a health assessor, please indicate on the attached Medical Report (On An Adult In A Child Care Facility) whether to the best of your knowledge this applicant has any medical or emotional condition either pre-existing, current or anticipated that might now or in the future, restrict his/her ability to escort, instruct, monitor, transport, restrain and/or otherwise see to the education, safety or care of the children.

Please also indicate on the attached Medical Report (On An Adult In A Child Care Facility), concerning the person being considered for a position as a volunteer, any such condition including prescription or medications currently being taken or have been taken in the past ten years.

The applicant has been informed that if offered a position, he/she will be required to undergo this physical; and that his/her acceptance is conditional based on the results of the physical examination indicating that no such conditions exist as described or attended to elsewhere in this document.

Thank you for your attention to this matter and if I can be of assistance please feel free to contact me at (312) 738-6369.

Sincerely,

Katie Keller Smith
Program Manager
MercyWorks Volunteer Program