

PETERSON PATHWAYS Activity/Log Sheet

Volunteer Name: _____

Frequency of Visits: _____

Patient Name: _____

Month: _____

Year: _____

Date	Code	Time	Mileage	Comments
TOTALS				

***CODE** **A = Administration** **B = Bereavement** **C = Caregiver Respite** **F = Floral Arranging/Delivery**
P = Patient Activity **T = Telephone Call** **PA = Peterson Ambassador** **O = Other (Explain in Comments)**
P&C may include activities such as socialization, reading, applying lotion, music, plant tending, meal assistance or sitting w/pt.

INSTRUCTIONS:

1. Report only 1 patient per page. All other non-patient activities use a separate sheet, put "N/A" for frequency of visits & patient name.
2. Report type of service performed in CODE column using codes A, B, C, F, P, T, PA, or O.
3. Report amount of direct volunteer time, plus travel time, in TIME column. Record miles to & from your home to volunteer assignment in MILEAGE column.
4. Total TIME & MILEAGE columns.
5. Any comments, observations, changes in visitation schedule, missed visits, vacation, etc. should be noted in COMMENTS section.
6. If you have a patient assignment, submit original Activity/Log Sheet on by the end of the month.

Volunteer Signature: _____

Date: _____

May be faxed (258-7009), mailed or delivered to Volunteer Coordinator