Decision Tree: What kind of Visitor or Volunteer Should I Register?

START HERE

Are they donating their time with altruistic intent?

Yes

No

Contact your HR Business Partner about appropriate classifications

Which description most closely matches their situation?

Altruistic Volunteer:
Individuals who donate their time and service without compensation in an selfless effort to fulfill OHSU’s mission. Particular skills sets are not typically required.

Skilled Volunteer:
Individuals who are volunteering to provide OHSU with their professional expertise or skills on a very limited basis without compensation in a selfless effort to fulfill OHSU’s mission. Additionally, these individuals do not have entitlement to future employment.

Visiting Scholar:
Established academic and/or research professionals who are here to learn from OHSU personnel, collaborate on work, or use OHSU specialized equipment in an academic and non-research capacity. These individuals are not entitled to employment. Additionally these individuals may or may not be entitled to employment/academic enrollment.

Experiential Volunteer:
Individuals who voluntarily participate in various activities to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution. A contract should be in place between OHSU and their home institution. They may be compensated from an outside source or through OHSU Accounts Payable.

Visiting Physician:
Individuals who are volunteer or community licensed providers who provide professional health care at OHSU without OHSU compensations from any OHSU unit. These individuals are registered by Healthcare Volunteer Services (volunteer@ohsu.edu)

Students on Clinical Rotation Practicum:
Individuals who participate in clinical activities to gain knowledge, skills and abilities for academic credit towards a degree from their non-OHSU home institution. They may be paid by an outside source or through OHSU Accounts Payable. MDs contact Marcia Decaro RNs/Nursing contact Bonnie Cox All others contact OVV

No

Yes

Does the visitor meet the definition of “unescored visitor” per OHSU Visitor Policy No. 07-15-010?

Are they performing patient care?

Yes

No

Are they receiving compensation for their visit?

Yes

No

Are they receiving academic credit [from their home institution] for their time here?

Yes

No

Non-OHSU Student Intern:
Individuals who participate in various activities to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution. They may be compensated from an outside source or through OHSU Accounts Payable.