



Visitor & Volunteer Series & Classifications

Series	Classification	Definition	Contact
Volunteers	Altruistic Volunteer	Reserved for those who donate their time and service without compensation in a selfless effort to fulfill OHSU's mission. Particular skills sets are not typically required. Number of hours available to serve vary by assigned duties, but generally are limited to less than or equal to 40 hours a week.	Office of Visitors & Volunteers
	Skilled Volunteer	Reserved for those who are volunteering to provide OHSU will 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. Duties assigned should not be similar in scope to that of a paid position at OHSU. Number of hours available to serve vary by assigned duties, but generally are limited to less than 6 hours a week.	
	Experiential Volunteer	Reserved for those who voluntarily participate in various activities to gain knowledge, skills, and abilities to propel them towards their future professional or educational goals. These individuals may be unpaid, or may be compensated from an outside source or through OHSU Accounts Payable. Additionally, these individuals are not entitled to employment/academic enrollment. Duties assigned cannot be similar in scope to that of paid positions at OHSU. Number of hours available to serve vary by assigned duties, but generally are limited to less than 25 hours a week.	
	Episodic Volunteer Group Programs	Reserved for ongoing programs that require groups of volunteers (see definition) to participate in short-term activities, typically off of OHSU property to fulfill OHSU's outreach mission. Particular skills sets are not required. These individuals do not volunteer on a repeating basis. Number of hours available to serve vary by assigned duties and the parameters of the specific event, but generally are limited to less than 25 hours a week.	
Unescorted Visitors	Visiting Scholar	Established academic professionals, who are here to learn from OHSU personnel, collaborate on work, or use OHSU specialized equipment in an academic and/or research capacity. These individuals are not entitled to employment, but maybe compensated from an outside source or by OHSU via stipend or honorarium in accordance with OHSU policy. Number of hours available to serve vary by assigned duties, and possible contracts (if applicable and specified), but generally are limited to less than or equal to 40 hours a week. An Affiliate Agreement from their home institution should be established, or proof of medical insurance is required.	
	Non-OHSU Student Intern Paid	Reserved for those who participate in various activities to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution. For these individuals, OHSU has an educational obligation to review their performance, and they are compensated from an outside source or if they are part of a Formalized internship program, through OHSU Accounts Payable. Additionally, these individuals are not entitled to employment/ academic enrollment. An Affiliate agreement with their home institution is required. Number of available intern hours is often specified in the agreement between OHSU and the home institution. Generally, it should be less or equal to 40 hours a week.	
	Non-OHSU Student Intern Unpaid	Reserved for those who participate in various activities to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution. For these individuals, OHSU has an educational obligation to review their performance, and they are not compensated, nor entitled to employment/academic enrollment. An Affiliate agreement with their home institution is required. Number of available intern hours is often specified in the agreement between OHSU and the home institution. Generally, it should be less or equal to 40 hours a week.	
	Visiting Practitioners	Reserved for volunteer or community established licensed providers who provide professional health care at OHSU without OHSU compensation from any OHSU unit. These individuals do not hold Affiliate Faculty positions at OHSU. Individuals should have their own practice insurance that covers their activities here, and must obtain privileges through OHSU Medical Affairs Program via OVV.	

Other Visitor/Volunteer Classifications Outside of OVV Scope

Series	Classification	Definition	Contact
Unescorted Visitors (Outside OVV Scope)	Clinical Affiliate Faculty	Reserved for those holding faculty designation without employment by OHSU that signifies a relationship within a specific center, institute, academic department, and/or school. Activities can include overseeing OHSU students on rotation or teaching OHSU students. These individuals may be located on or off of OHSU property.	Hosting Schools & Programs
	Emeritus Faculty	Reserved for retired faculty who have continued privileges with OHSU (e.g. OHSU email address, ID badge, keys, access to library and other resources, space, etc.) who are not compensated from any OHSU unit.	Hosting Schools & Programs
	Students on Clinical Rotation/Practicum	Reserved for those who participate in clinical activities to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution (or OHSU if they are an OHSU student). For these individuals, OHSU has an educational obligation to review their performance, and they may be compensated from an outside source or through OHSU Accounts Payable. Additionally these individuals are not entitled to employment/academic enrollment.	Nursing & Allied Health - Bonnie Cox MDs - Marcia Decaro DMDs - Jenna Wilkinson <i>PAs, Naturopath, et. al - Hosting Sites/TBD</i>
	Vendors & Contractors	Vendors and external business partners from whom OHSU purchases supplies and/or contracts work from.	Departments with contracting authority (e.g. Logistics, Legal or Tech Transfer)
	Healthcare Volunteers	Reserved for those who donate their time and service without compensation in a selfless effort to fulfill the OHSU Healthcare mission(s). Particular skill sets are not typically required.	Healthcare Volunteer Services
	Healthcare Administration Student Interns	Reserved for those who participate in healthcare administration internships to gain knowledge, skills, and abilities for academic credit towards a degree from their home institution (or OHSU if they are an OHSU student). For these individuals, OHSU has an educational obligation to review their performance, and they may be compensated from an outside source or through OHSU Accounts Payable. Additionally, these individuals are not entitled to employment/academic enrollment.	Healthcare Volunteer Services
Escorted Visitors (outside of OVV Scope)	Observer/Shadow	Reserved for those who come to observe and/or shadow OHSU personnel for less than 30 days and are not participating in any capacity.	Hosting Sites
	Auditors, inspectors, surveyors, or study monitors	Reserved for those who are visiting OHSU to review OHSU operations or research activities for the purposes of assuring compliance with legal, regulators, certification, or accreditation requirements.	Hosting Sites