

110 CMR 14.00: VOLUNTEERS

Section

14.01: Use of Volunteers

14.02: Selection of Volunteers

14.03: Volunteer Requirements

14.01: Use of Volunteers

The Department's enabling legislation authorizes collaboration with volunteer agencies or organizations to assure efficient and high quality social and educational services for persons who are unable for social or economic reasons to provide such services for themselves (*see*, M.G.L. c. 18B, § 3). In addition, volunteers are needed to serve as independent third party representatives on the Department's foster care review panels (*see* M.G.L. c. 18B, § 6A) and multidisciplinary service teams (*see* M.G.L. c. 119, § 51D). As such, volunteers provide a valuable resource to the Department as it strives to maximize its delivery of a comprehensive social service program. Furthermore, volunteers may be utilized by area, regional or central offices in duties the office determines may best assist the agency in its mission.

14.02: Selection of Volunteers

(1) The manner utilized to recruit volunteers shall be designed to encourage participation from all cities and towns within the area or region, from all racial and ethnic groups, and from all economic levels.

(2) Volunteer applicants shall be asked to complete an application which lists educational and employment background, to provide at least two references, and to authorize a check of the Department's Central Registry, the Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI) systems.

(3) Volunteer applicants shall be notified in writing whether they have been accepted as a volunteer with the Department.

(4) All volunteers serve at the will of the Department and may be terminated at any time for any reason.

14.03: Volunteer Requirements

(1) Before beginning work for the Department, all volunteers shall receive training. The training shall include information on the mandates and operations of the Department, with a particular emphasis on the laws and regulations governing client confidentiality.

(2) Every volunteer shall sign an Agreement agreeing to comply with 110 CMR and the applicable laws regarding client confidentiality.

(3) Volunteers shall be supervised in the performance of their duties by Department employees.

(4) Volunteers shall comply with any guidelines which may be issued by the Commissioner.

(5) Failure to comply with the Department's applicable laws, regulations or guidelines shall result in the volunteer's removal, by written notice to the volunteer from the Department.

REGULATORY AUTHORITY

110 CMR 14.00: M.G.L. c. 18B, §§ 3(B)(5), 6A, 7(i); c. 119, §§ 37, 51B(j), 51D.