



Volunteers and the *WhisperGLIDE*[®] Swing

A Quick Checklist

Volunteer Job Description

Instructions for Use of the Swing

Swingers Alert!

A Journal / Log

Ways to Say *Thank You!*

For her work in the development of this guide,

A special thanks to

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Almost anyone can swing on a *WhisperGLIDE*[®] -which makes it an ideal activity for volunteerism. In addition, because the *WhisperGLIDE* allows people to swing together, swinging can provide a cheerful social environment.

An important point to consider when incorporating swinging as a volunteer activity is to **determine what works best for the individuals in your facility**. This may be formalized and structured or informal and flexible.

The following ideas and attachments can be very effective when establishing your program. Of course, training on proper swing use procedures *must* be done to ensure a safe activity.

A QUICK CHECKLIST

Create a Volunteer Job Description

Job descriptions are helpful for any volunteer activity. They communicate the importance of what the volunteer is doing! List specifically their responsibilities and to whom they are to report.

Establish procedures for using the swing

Training on proper procedures is the most important step. Be sure to cover the activities involved in getting to the swing (e.g. coordinate with nursing staff) as well as proper swing use.

Announce your program to the staff with a *Swingers Alert!* flyer

Staff members can use these flyers to help identify interested individuals.

Enjoy swinging !

Use a Journal / Log, at least initially

Brief recording of the resident's experience in a journal can be helpful both to give the volunteer the sense that the activity is significant and to have a record of how the resident likes the swing.

Say *Thank You!* to your volunteers

Showing appreciation can be done formally or informally and encourages future involvement.

Your program may initially be more formal, and then evolve into something less structured. For example, you may wish to create a list of residents who particularly enjoy swinging. Over time, however, volunteers will become familiar with who these individuals are and will want to invite other residents to join in the fun! Also, you may find that if your swing is indoors, the immediate availability of the swing could require a less formal plan.

WhisperGLIDE®

VOLUNTEER JOB DESCRIPTION

Objective:

To encourage socialization.

To provide enjoyable light exercise.

Where swing is located outdoors, to give a reason to go outside.

Responsibilities:

1 - Recruit a resident to swing on the *WhisperGLIDE*.

2 - Inform nursing station that resident will be swinging.

3 - Escort walking resident or transport wheelchair resident to the swing.

4 - Follow procedures for use of the *WhisperGLIDE*.

5 - Stay on swing only for as long as resident desires.

6 - Return resident to room and inform nursing station of your return.

7 - Record your experience in the Swing Journal, available at Volunteer Services.

Time: Variable. Arrange according to resident need and volunteer's schedule.

Place: Volunteer lounge/*WhisperGLIDE* site

Qualifications:

Friendly, able to put resident at ease in a new experience.

Able to initiate conversation, to listen, to speak in clear, easily understood voice.

Able to push wheelchairs with safe wheelchair procedures and to use elevators alone.

Training: Provided by Volunteer Services Staff

Staff Supervision: Volunteer Services Staff

INSTRUCTIONS FOR SWING USE BY VOLUNTEERS

1. Sign in and get your name tag.
2. Check the list of resident names, room numbers.
3. Choose a resident to invite for a ride on the swing.
4. Find and invite the resident to swing with you. **Always** let the nursing staff know when you take a resident off the floor and when you return.
5. Check with the resident about the following:
Need a sweater or jacket? Glasses or sunglasses? Hearing aid?
Anything else to bring to be more comfortable during your time together?
6. **Follow Instructions on next page for use of the Wheelchair-Accessible Swing.**
7. Let the nursing staff know when the resident has returned to the facility.
8. Return to the Volunteer Lounge and sign and fill in the Swing Journal / Log.
9. Return your name tag and enter your hours!



Wheelchair Swing Use Instructions

1. Engage (secure) swing lock-ups to stabilize swing for entry and exit.

1



Turn the Gearbox crank counter-clockwise to lower the wheelchair ramp.

2. Slowly push wheelchair up ramp and onto platform.
Caution power wheelchair users to enter swing slowly and carefully.

2



WARNING: Always have a trained individual move the wheelchair onto swing and back down wheelchair ramp and caution power wheelchair users to enter swing slowly and carefully. Failure to do so could result in loss of wheelchair control.

3. Lock the wheelchair brakes.

3



WARNING: When wheelchair is in position on swing, lock wheelchair brakes! Failure to do so could result in loss of wheelchair control.

4. Turn crank to raise ramp until it is firmly against the wheels of the wheelchair.

4



Standard Adult or Child-size wheelchairs: The back of the large wheels should extend three to four inches behind the edge of the platform.

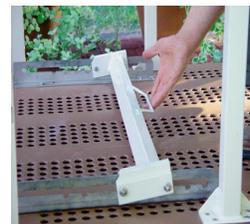
Geri Chairs, Power wheelchairs or Custom Chairs: **The back wheels should be against the raised back edge of the platform.**

Trail wheels: The trail wheels should be firm against the raised ramp.

3

5. Adjust the front Stop Bar to secure the wheels.

5



6. Re-adjust the ramp if necessary.

7. Release swing lock-up nearest to the wheelchair.
8. Seat yourself or another individual in the swing. If using the optional lap bar on the bench seat, place it in-between the vertical hangers, resting it on top of the arm rests. Then release the lock-up.
9. Gently swing using hands on therapeutic handles (on wheelchair side of swing hangers) or the table handrail (for bench side) or using feet on platform.

 **WARNING: To reduce risk of injury stay seated, sitting upright, with hands, head and feet inside seat area. Do not enter or exit while swing is moving.**

10. When you have decided to end swinging:
 - Engage (secure) swing lock-up on bench side seat; exit the swing. Then secure swing lockup on wheelchair side of swing.
 - Slowly lower wheelchair ramp **COMPLETELY. Ramp MUST be lowered COMPLETELY before guiding wheelchair off ramp in order to avoid damage to ramp.**
 - Release wheelchair brakes.
 - Slowly guide the wheelchair off of the swing.
Caution power wheelchair users to exit swing SLOWLY AND CAREFULLY. Failure to do so could result in loss of wheelchair control.
-  -Crank up the ramp to vertical position.

***For detailed instructions for swing use with Memory Care residents or other Special Need residents such as intellectual or developmental situations, refer to the *WhisperGLIDE*[®] guide THERAPEUTIC MOTION FOR MEMORY CARE.**





Swingers Alert!

Names... We Want Names...

Date _____

Volunteer Services and Residents will be swinging together—and we need your help!

Please let us know names and room numbers of any residents who you think would enjoy an opportunity to swing on our *WhisperGLIDE*® Swing.

Mostly we are looking for residents who would not otherwise take the initiative to swing. These residents will have our first priority.

Fill in below or call Volunteer Services with the information.

Thanks both for helping us give our residents a wonderful therapeutic social experience and also for providing another volunteer opportunity!

RESIDENT NAME

ROOM#

PREFERRED DAY & TIME

Submitted by _____

Please Return This Form to Volunteer Services.

Thanks!

WhisperGLIDE® Swing Journal

Please briefly write **Suggestions, Stories, Ideas, Resident Comments**

Date	Resident Name & Volunteer Name	Suggestions, Stories, Ideas, Resident Comments



Ways to Say *Thank You!!* To Your Volunteers



Informal *Thank You's*

Facility managers (Social Service Director, Director of Nursing ...):

Occasionally stopping by during the time a volunteer is swinging with a resident is an excellent way to show appreciation!

Take a photo while a volunteer is with a resident who is swinging.

Give the photo to the volunteer. OR Imprint the photo on a mug. OR

Place the photo on a Bulletin Board. OR Give the photo to the resident for his/her room display.

A unique gift tailored to the volunteer:

Gourmet coffee for a coffee lover

Chocolate for a chocoholic

Organic fruit for the health enthusiast

If you hear a great compliment from a resident or staff, send a note to the volunteer to report what you've heard and to thank them for choosing to volunteer at your facility.

Formal *Thank You's*

An annual time of recognition celebration that involves all adult and youth volunteers. Awards are presented to volunteers at this festive event.

A youth picnic or celebration (for youth volunteer programs). Inviting families to this event is an ideal way to thank individuals and have fun. This family involvement reinforces parents on what a great impact their support is to all.

A column in a newsletter is an opportunity to share and recognize events, awards, and other news from the lives of volunteers.

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