



## EASTERN IOWA LIONS TRANSPORT PROGRAM APPLICATION

Yes! I can serve by volunteering to participate in the relay of prepared Wisconsin eye tissue from the Iowa Lions Eye Bank in Iowa City to meet the Wisconsin Lions in Dubuque.

Club \_\_\_\_\_  
 Name \_\_\_\_\_ Phone: (h) \_\_\_\_\_  
 Address \_\_\_\_\_ (c) \_\_\_\_\_  
 \_\_\_\_\_ (w) \_\_\_\_\_  
 Email \_\_\_\_\_

### CELL PHONE IS REQUIRED

I can serve by:  
 \_\_\_\_\_ Coordinating drivers \_\_\_\_\_ Alternate Route highway 61  
 \_\_\_\_\_ Driving Iowa City to 1<sup>st</sup> Drop off \_\_\_\_\_ Alternate Route highway 67  
 \_\_\_\_\_ Driving 1<sup>st</sup> drop off to Dubuque

I can volunteer:  
 1 x/mo \_\_\_\_\_ 2 x/mo \_\_\_\_\_ 3 x/mo \_\_\_\_\_ 4 x/mo \_\_\_\_\_

Days I am available: Su \_\_\_ M \_\_\_ T \_\_\_ W \_\_\_ Th \_\_\_

### Warren Coleman Credit

For every mile I drive to transport eye tissue, my club will receive credit of \$.30 towards a Warren Coleman Award. To receive this credit, I will log my miles quarterly and submit them to the coordinator.

Vehicle Insurance Policy: \_\_\_\_\_

Drivers License Number: \_\_\_\_\_ Expiration Date \_\_\_\_\_

I understand I must have a "good driving record" as defined by The University of Iowa.

Volunteer Transport Application will not be approved if the driver's past three year driving record indicates any of the following:

- Three or more "at fault" accidents, or three or more moving violations, or a combination of three or more accidents and violations; or
- Conviction of reckless driving, conviction of driving with a suspended, denied, revoked, or barred license, conviction of hit and run, or conviction of leaving the scene; or
- License suspension, or license denial, or license revocation, or license bar; or
- Conviction of driving while under the influence of alcohol or drugs, or conviction of vehicular homicide, or conviction of any driving offense punishable as a felony.

For purposes of reviewing driver records for eligibility or corrective action, moving violations shall not include violations for:

- Failure to use safety belts;
- Parking violations;
- Past convictions, suspensions, or revocations related to civil or criminal actions unrelated to driving or vehicle operation; or
- Speeding violations of 10 miles per hour or less over the legal speed limit only in speed zones where the legal speed limit is between 34 miles per hour and 56 miles per hour.

I pledge to drive safely while transporting the precious gift of donated eye tissue, so that someone in Iowa, in the United States or in the world can have their sight restored.

Signature \_\_\_\_\_

University of Iowa, Risk Management Review Completed:\_\_\_\_\_

Iowa Lions Eye Bank Review Completed:\_\_\_\_\_

**Return application to:**  
**Iowa Lions Eye Bank, 2346 Mormon Trek Blvd, Ste. 1500, Iowa City, IA 52246**

**Fax: 319-384-9781    Email: [info@ialeb.org](mailto:info@ialeb.org)**



## **Confidentiality Agreement For Lions Transporters and Coordinators**

All ILEB volunteers are expected to respect the rights of donors and donor families, including the right of confidentiality and shall safeguard donor and donor family information within the constraints of the law.

All eye bank records and communications between the eye bank and its donors and recipients shall be regarded as confidential and privileged.

As a member of the ILEB team, volunteers will be transporting medical records, information, blood samples and eye tissue. This information may not be discussed with anyone unless this disclosure is required in the performance of duties and responsibilities. *It is a breach of confidentiality to review medical records or information not required in the performance of assigned volunteer duties.* Any concerns regarding the information transported should be directed to ILEB management.

ILEB volunteer transporters are responsible for maintaining the confidence of donors and donor families by sharing confidential information only with others who need to know and by handling any documentation of information appropriately.

Once confidential information is on paper and in volunteer transporter hands, he/she is responsible to transport to authorized persons.

Volunteer transporters are expected to be professional and maintain confidentiality at all times, whether dealing with actual records, blood/tissues or conversations to protect donors and their families as outlined in this agreement.

Situations in violation of this policy include but are not limited to:

- “Loose” talk among volunteers regarding donor specific information about any donor.
- Allowing unauthorized access to medical records which may contain confidential donor information.
- Sharing information gathered while performing duties with others who may not have a need to have such information or accessing information on individuals which do not require the volunteer transporter to need to know.
- Disclosure of the anonymity of a donor and/or their family without expressed written consent by the affected parties.

Examples of information to be protected:

- Donor information must not be accessed, removed, discussed with or disclosed to unauthorized persons, whether within or outside of ILEB/UIHC, without the proper consent of the donor family. All individuals having access to confidential information are bound by strict ethical and legal restrictions regarding the release of medical/social history. No individual may disclose to a third party, including his/her own family, information learned from donor medical records and social histories. Confidential information should not be sought on a donor or potential donor unless it applies to the job duties of the individual seeking the information.
- In the case of a suspected breach of confidentiality, notification must be made to an ILEB director.

I understand and accept my responsibilities to maintain donor family confidentiality in performance of my Lions Coordinator/Transport Volunteer duties.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2010

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Return to:

Iowa Lions Eye Bank, 2346 Mormon Trek Blvd, Ste 1500, Iowa City, IA 52246

Fax: 319-384-9781

Email: [carol-kempf@uiowa.edu](mailto:carol-kempf@uiowa.edu)