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My Steps to Become a Volunteer

Listed below you will find the necessary items requiring completion prior to volunteering with Progressive Pediatric.

Step 1

Complete all necessary paperwork and fingerprinting:

- Volunteer Enrollment Forms
- Volunteer Affidavit
- DCF Privacy Policy
- Get the “Affidavit of Good Moral Character” Notarized
- Use the “Fingerprinting Vendor List” to find and schedule a fingerprinting appointment. The “Live Scan Form” contains our ORI and OCA numbers that will assist you with scheduling your appointment.

Step 2

- Ensure Step 1 is completed in full.
- Go to our website to sign up for an orientation option. *Orientation will occur when a minimum of three volunteers are registered for an orientation slot. If there are not enough, you will automatically be signed up for the subsequent orientation session until three volunteers have registered. You will receive an email with information regarding whether orientation will be cancelled or not.*
 - General Volunteer orientation is available Mondays at 9:00am and Thursdays at 4pm.
 - Therapy Volunteer orientation is available Fridays at 2:00pm
- On the day of your orientation, plan to attend orientation for one hour and ensure that you bring all of your completed paperwork with you.

Common Mistakes and Questions

- The Affidavit of Good Moral Character must be notarized. You can do this at your bank for free. There are two lines above the area where the notary verifies the document. Make sure you sign the top line attesting that your record “does not contain any of the above listed offenses.”
- If you have completed fingerprinting through Leon County Schools you do not need to be reprinted. You will need to obtain a copy of your clearance letter to provide to me.

