



Help, Hope & Healing for HAITI

We are so thankful for your willingness to volunteer your time and expertise with our organization. **ACTS (Active Christians That Serve)** is unique in our means of providing humanitarian services. We specialize in community training of high school and college age young adults in the United States as well as abroad, to empower others in "*Growing Through the Gospel of Serving*". We add to that a healthy balance of adult "First Response/Strike Teams" and local community volunteers as a way to unite our communities in **Help, Hope & Healing!**

The information in this packet reviews our mission trip requirements to be met BEFORE travel arrangements are made. It also serves to prepare you and your associated team for your trip to Haiti. We are accepting 'ACTSwr registered' volunteers that are part of mission teams of 10-50 people. Any potential educational, college/university teams must review their specific institution's risk management guidelines prior to forming a potential group and complete their registration requirements.

Our presence in Haiti has experienced ever-changing dynamics since the earthquake in January, 2010. We have established a respected, long-term presence in Haiti focusing on community medical and emotional support, education, training, spiritual evangelism and sponsorship. Mobile multi-disciplinary teams are organized and area schools and orphanages are visited as well as supported offered to area hospitals. These multidisciplinary teams may assess the facility as a whole both structurally and demographically as well as offering medical and emotional/mental health assessments and play therapy to the children. Orphanage assessments may also require referrals for specialist follow-up/surgical procedures as well as facility support. We have also implemented emotional and health training as well as emergency disaster response CERT training to the translators and to facility staff. Educating and empowering the Haitian people is imperative to long-term success of all relief efforts and rebuilding success of the country. We believe the continued spiritual evangelism is just as important in offering a message of help, hope and healing. We continue to be blessed by so many talented and dedicated volunteers and organizations!

Currently ACTSwr and Dr. Figaro (ACTSwr Haiti Director) have established a volunteer base which is located by the [Haitian Adventist University \(http://www.unah.edu.ht/\)](http://www.unah.edu.ht/) Dr. Figaro operates a medical clinic by his personal home and is affiliated with area hospitals and the university. We encourage our volunteers to learn more about the beautiful, [Haitian](#) culture before travel.

We sincerely thank every volunteer and team for their dedication to our ministry and the people of Haiti. Without you, the programs and relief aid would not exist. Thank you for your continued support of ACTS World Relief.

With Blessings,

A handwritten signature in black ink, appearing to read "Daniel Canthun".

Director & Founder, ACTSwr



Required Registration Checklist

**** ALL ITEMS MUST BE COMPLETED BY EACH VOLUNTEER ****

- Team Leader to email Michelle@ACTSwr.org to secure trip dates** and team leader communication.
A 10% non-refundable trip deposit for entire team is required to secure mission trip date.
Please mail to: ACTSwr c/o Haiti Trip, 600 Citrus Ave, Ft. Pierce, FL 34950
- ONLINE REGISTRATION of each team member to become ACTSwr VOLUNTEER**
\$49 badge fee required. <http://actswr.org/registration/>
The ID badge is registered with the UN and signifies security along with background check and professional licensing verification. (It can be used for any ACTSwr related deployment). See attached example in this packet. Contact DebbieBaker@HeritageTN.org with any questions.
- Email a jpeg/pdf file of the following to volunteer@actswr.org** (included in this packet)
 - ACTS Waiver of Liability and Photo Release
 - Security Guidelines Form
- Submit Haiti Mission Trip fee online at www.actswr.org/donate** (10% deposit is included)
 - Group of 1-14 is \$450.00 each x 1-5 days (\$90.00 per day thereafter)
 - Group of 15 or more is \$375.00 each x 1-5 days (\$75.00 per day thereafter)*Includes Taxi to/from airport, taxi day trips, two meals (specify vegan, vegetarian or meat via email to Michelle@actswr.org), 1 translator/seven people, internet, water, housing, laundry, pool and logistics for specified day trips.
- Secure a flight via commercial airline and email itinerary to volunteer@actswr.org.**
Teams take FULLY RESPONSIBILITY for all air travel arrangements to/from Haiti as well as any luggage guidelines/fees.
- It is highly recommended to purchase travel/flight and medical insurance**
Suggested site to purchase: <http://www.missionaryhealth.com>.
ACTS World Relief cannot guarantee any immediate medical treatment or evacuation.
- Consult with your personal physician and/or CDC website prior to travel regarding Haiti preparedness recommendations. [Center for Disease Control and Prevention's website](http://www.cdc.gov). Direct patient care may be highly infectious and thus we recommend you educate yourself prior to travel.
- Review 'Volunteer and Mental Preparedness' information for disaster relief. The semi-harsh conditions require self-sufficiency, positive team work attitude, flexibility and common sense.
- Review the [U.S. Department of State](http://www.state.gov) website for Haiti specific information.
- EMAIL MICHELLE@ACTSWR.ORG TO CONFIRM TRAVEL/TRIP ARRANGEMENTS & FEES PAID**
- EMAIL DEBBIEBAKER@HERITAGETN.ORG TO CONFIRM "BADGE" INFORMATION IS COMPLETE FOR EACH MEMBER GOING ON THE TRIP.**



Travel Procedure to Haiti

- Contact airline 1-2 weeks prior to travel to request possible waive of luggage fees.
A generic waiver letter is included.
- Purchase 2-3+ bottles of water in secured area of airport prior to boarding the plane destined for Port-au-Prince. You may want this once you've arrived in Haiti and waiting for transportation.
- Upon departure for connecting flight directly to Port-au-Prince, text 407-625-4655 with actual departure time once on board the aircraft.**
This will ensure our Haiti team arrives on time and is not waiting at the airport for a delayed flight.
- Utilize the airport restrooms BEFORE leaving with luggage area as transportation to the ACTSwr base may be delayed by traffic, etc.
- Proceed through Haiti Customs/Immigration and provide the following address on custom form:
Dr. Figaro's Home Address: 11, Diquini 63, Angle Rue Vermeille et Tunner, Carrefour, Haiti
- Obtain luggage in designated area.
PLEASE DENY ANY ASSISTANCE WITH LUGGAGE WITH A FIRM 'NO' BOTH INSIDE/OUTSIDE OF AIRPORT. ACTSwr will arrange and pay for any assistance but the persistence of 'helpers' needs to be avoided at all costs! We CANNOT guarantee that medical/non-medical items you choose to utilize/donate will clear customs although they have been very flexible. Prescriptions must not be expired.
- Proceed through customs and turn right to walk about 400ft along secured fenced area outside. Wait in this area for the ACTS Haiti team to pick you up. **PLEASE DENY ANY ASSISTANCE WITH LUGGAGE WITH A FIRM 'NO' BOTH INSIDE/OUTSIDE OF AIRPORT. PLEASE STAY TOGETHER IN YOUR GROUP AT ALL TIMES!**
- Print off ACTSwr Volunteer Sign for airport recognition at pick up area.
- Please be patient as traffic/road conditions may delay the transportation team's arrival.

Emergency Contact Information:

**David Canther- has international phone and can be reached 24/7 with the group
(407) 625-4655 call/text
Email: david@actswr.org**

Dr. Figaro- SDA Physician ACTSwr Director in Haiti
(international calling fees may/will apply)
(509) 3448-6368 or (509) 3632-4247
Email: figarogreger@hahoo.fr



Volunteer Preparedness

Working Conditions

The working conditions are hot and can be intense and emotional when visiting various facilities. It is important that all volunteers maintain a 'team/group' mentality and work together for the greater cause and security of the group. Respect of a fellow volunteer's background, professional experience, etc. is expected and assumed.

Telephones/Internet/Communications

Local Haiti cell phones are used for emergencies and command posts. A wireless internet connection is available at the base but can be sporadic. The most reliable form of wireless communication has been through AT&T cell/iPhones. Cell availability can also be sporadic and may still be difficult to get a call in and out of the region. Texting seems to work the best. Contact your cell phone carrier prior to travel! Any personal electronic equipment you take is done so at your own risk. You will be in a region where people are in desperate need of basic human needs such as water and food. If you encounter a hostile situation and are asked to surrender them, do so without confrontation.

Cultural and Ethnic Communities

The community is multi-lingual with neighborhoods where English is not the primary language. Most speak either Creole or French. We have volunteers that are bi-lingual, but we ask that you are respectful and sensitive to the issues of diversity of the surrounding community.

Housing, Meals and Transportation

The volunteer base is the personal home of Dr. Figaro. Many windows/doors may not be screened so mosquitos/bugs can be an issue requiring protection via repellent and mosquito netting during sleep. Please pack single bed linens and a pillow for a bunk bed mattress or blow-up mattress. There are limited use bathrooms with showers. We appreciate the respectable treatment of our volunteer base as if it was your own home. Consumption of alcoholic beverages or use of tobacco products is prohibited.

A continental-type breakfast and dinner are provided by the facility. If you have special dietary needs, we may not be able to meet them so pack accordingly. Keep in mind that limited refrigeration is available and meals are vegetarian unless otherwise requested. **Filtered water is available. You will need 2-3 water bottles to carry on you for mobile assessment/medical day-trips. Daily hydration is essential!**

The flights to and from Haiti are the responsibility of the individual/group/team. Please adhere to airline specific checked baggage limitations. Checking inside at the desk affords the most flexibility to waive potential fees and any 'group' identification helps as well. This may also assist with security issues when traveling as an identifiable group.

Identification/Documentation

It is required that all volunteers wear the ACTSvr identification badge and carry your passport and copy of medical license (if applicable) on you at all times. A fanny pack is ideal for this. If you are traveling with a school/university group, you will need to wear that identification badge.



Volunteer Pre-Deployment Self-Assessment¹

We suggest that you take the time to review the following questions prior to agreeing to volunteer. It is easy to get caught in the moment, when the need is so apparent, and volunteer. However, sometimes it is better to put your energy in assisting from home or nearby, or even letting this volunteer opportunity pass, rather than going to the very stressful disaster-site.

If you answer “yes” to any of these questions you should seriously consider whether going on a disaster assignment at this time is a good choice for you.

Experienced disaster responders know that there will always be another disaster and that before going to help others you have an obligation to yourself and your family to ensure that you are physically, financially, and emotionally healthy.

Disaster Relief/Mission trips can be very demanding and if you are not in good health, not only may you jeopardize your own health, but you may further tax the already stretched resources of the local community to respond to your health issues.

YES	NO	
<input type="radio"/>	<input type="radio"/>	Are there any particular health hazards associated with this disaster response (e.g. poor air quality, bumpy bus travel) that would exacerbate any pre-existing health condition(s)?
<input type="radio"/>	<input type="radio"/>	Have you had a recent surgery or recently undergone any extensive medical treatment? (e.g., neck/back surgery as transportation can be bumpy)
<input type="radio"/>	<input type="radio"/>	Are you on any medications that may make working long hours without regular sleep and/or meals difficult?
<input type="radio"/>	<input type="radio"/>	Is acquiring sufficient medication to take with you on this disaster assignment a problem?
<input type="radio"/>	<input type="radio"/>	Would you have any difficulty working long hours or walking a fair distance, if regular transportation is not available?
<input type="radio"/>	<input type="radio"/>	Would an inability to acquire tobacco and/or alcohol create a stressful situation for you?
<input type="radio"/>	<input type="radio"/>	Have you had a recent medical check-up? Would your doctor disapprove of you going on this disaster assignment?
<input type="radio"/>	<input type="radio"/>	Have you had a recent dental check-up and if so, is there any reason to suspect any dental problems may surface?

Self-Assessment Continued...

¹ **Adapted from:** British Columbia, Canada Disaster Worker Care Committee
Haiti Mission Trip / Volunteer Registration
 Updated March, 2012



Circumstances can change – sometimes very quickly. Everyone has times when one’s life situation is more stable than during other times. Going on disaster/mission trip assignment as a volunteer is demanding enough without having to worry about what is happening at home or leaving when things have been very stressful (either positively or negatively).

YES	NO	
<input type="radio"/>	<input type="radio"/>	Has your life situation changed recently – for example: have you recently experienced a separation, divorce, or a period of marital discord? Have you recently married? Has there been a recent birth in the family? Has a family member been seriously ill and/or is anyone in your family undergoing medical treatment?
<input type="radio"/>	<input type="radio"/>	Have you returned recently from another disaster assignment?
<input type="radio"/>	<input type="radio"/>	Have there been any recent traumas and/or critical incidents in your life?
<input type="radio"/>	<input type="radio"/>	Have you recently moved?
<input type="radio"/>	<input type="radio"/>	Have you recently lost your job or been laid off work?
<input type="radio"/>	<input type="radio"/>	Are there any significant financial stresses in your life?
<input type="radio"/>	<input type="radio"/>	Are there any important family occasions in the near future – for example, a graduation, expected birth of grandchild, significant wedding anniversary, or birthday?
<input type="radio"/>	<input type="radio"/>	Do you have plans for a family vacation or anticipated trip?
<input type="radio"/>	<input type="radio"/>	Have you made any important commitments (family or organizational) that would be difficult to change and/or postpone (e.g., providing child care, caring for an elderly parent)?
<input type="radio"/>	<input type="radio"/>	Has it been a long time since you have had time off to yourself and/or to simply relax and enjoy life?
<input type="radio"/>	<input type="radio"/>	Will volunteering be welcomed as an escape from having to cope with ongoing problems at home or in the workplace?
<input type="radio"/>	<input type="radio"/>	Will your family disapprove of you (or be uncomfortable with) you volunteering?

ACTS World Relief thanks you for your consideration to be a volunteer for our organization and reviewing these issues.

If this is not the best time for you, we are certain that you will have other opportunities to express the generosity of your time, care, and concern.



Suggested Packing List

- Snack and no-cooking-required lunch items for use during mobile medical-dental/orphanage day trips.
- Water bottles, rehydrating tablets, Clif/protein/energy bars and trail mix are good.
- Filtered water is available at the base. It is optional to pack water filtration bottles and/or water purification tablets. Temperatures are hot and staying hydrated is essential to overall health!
- Single bunk bed linens, pillow and towel. It is advised to take your own blow up mattress/sleeping mat.
- Personal cash is optional (in addition to required volunteer fee) as well as one major credit card for emergencies. Confirm with your credit card company prior to travel that you may use it internationally in Haiti.
DO NOT PACK CASH IN YOUR SUITCASE! We may visit a local market, schedule/security permitting.
DO NOT GIVE/HAND OUT CASH IN PUBLIC PLACES UNDER ANY CIRCUMSTANCES.
- Rain/waterproof gear as daily rain showers are common. Check the weather forecast prior to travel.
- Mosquito/bug spray and netting for sleeping are a must! Sunscreen and a hat are important.
- Flashlight (head lamp), batteries, chargers for cell phones, cameras. Please keep these items with you at all times. We cannot be responsible for lost/stolen items. Wi-Fi is available but sporadic at times.
- Head cover/hat, leather gloves, multi-tool/pocket knife, duct tape, string for mosquito netting
- Lightweight backpack for mobile medical/outreach trips. Fanny-pak to hold passport and/or camera/phone.
- Personal items and light clothing. Closed-toed shoes are required. Flip-flops can be worn in the house. Scrubs are ideal. Extra set of 'comfortable' clothing is optional as daily trips on bus are dirty and you'll want to shower each evening. Bring two towels.
- Optional ear plugs (local roosters/barking dogs along with possible evening generator use can be bothersome).
- Anti-bacterial soap, hand sanitizer, face mask (for in-country travel and personal infection control)
- 2-4 rolls Camping/RV or 1-ply toilet paper for home use/donation.
- Personal item(s) of comfort such as reading book, devotional, etc. Guitars are a pleasant addition to team meetings/devotionals each evening.
- Personal medications: anti-diarrheal, anti-malaria, scabies...
- Personal dietary food items that don't require cooking, if desired.
- Keep copy of any medical license/certifications along with passport on you at all times.
- USB drive to share pictures with fellow teams while there.



Haiti Needs Support List to Donate

It is recommended that teams raise a minimum of \$1,000 to adopt special projects while in Haiti. Details can be provided before travel and items for donation can now be purchased while in country. We advise that the donation of any items to area orphanages, etc. be directed by the ACTSwr director for overall security of the team as well as monitored use of the donation given. The items listed below are suggested. A detailed prescription list can be requested via email. We thank you in advance for your ability to contribute and support our Haiti relief project.

MEDICAL/DENTAL

** Prescription medications must be CLEARLY marked/labeled and NOT BE EXPIRED and storage conditions are hot and humid thus decreasing shelf life. Clearance via Haitian Customs cannot be guaranteed.*

- Small Dixie cups (for hydration to children) – Rehydration tablets!!
- Thermometers
- Infant/Children's Tylenol and/or Motrin liquid
- Adult vitamins and Child vitamins or vitamins to dissolve in water for hydration
- Pre-natal vitamins
- Pill pouches, snack baggies, gallon size baggies
- Pediatric rehabilitation treatment/equipment items such as balls, various colored Thera-Band
- Dental anesthetic. Email request to help as complete dental needs list can be provided
- Pediatric & Adult Rx: antibiotics, anti-diarrheal, anti-malaria, scabies. Detailed list can be provided.

ORPHANGE/PLAY THERAPY ITEMS

- Lightweight backpack/bags for patients to hold various medical/personal/educational items
- Educational items: Math Flash Cards, French/Creole books, games, puzzles, etc.
- Craft items of all kinds: papers, crayons/markers, stamps, stickers, etc.
- Balloons, balls (with pump), jump ropes, bubbles, yo-yos, frisbees, etc.
- French/Creole Bibles and/or Christian witnessing tracts
- Infant formula, diapers, diaper rash creams, baby wash/soaps, BABY WIPES
- Personal hygiene items, anti-bacterial soaps/sanitizers
- Children's Bible story books in French
- Be creative....lightweight items work best for travel restrictions



ACTS Volunteer Security Guidelines

ACTSwr depends upon volunteers to carry out its mission of healing, faith, medical practice, rebuilding, and associated duties both during, and after, disasters around the world. We respond to third world countries and domestic areas of the U.S. that have experienced extreme environmental conditions creating hardships for the people living there. ACTSwr believes it is a privilege and an honor to be able to serve survivors of disasters and to provide an opportunity for service for its many volunteers. Volunteers should clearly be aware that disaster conditions and disaster areas are inherently unsafe. It should be kept in mind that when a volunteer puts themselves in jeopardy they put members of the group at risk. This takes away much needed resources for the community that we are there to serve. As a consequence safety is the responsibility of each and every volunteer. ACTSwr subscribes to the EMS model of scene safety, that being a) Personal safety, b) Crew safety, 3) Patient safety, 4) Public safety. This model is sacrosanct and shall not be violated. Unsafe behavior by any volunteer means the volunteer's deployment will be terminated immediately. The Incident Commander or team leader's decision is final.

ACTSwr is acting as the host agency for any volunteer affiliated with it. ACTSwr requests that all volunteers be aware of, and adhere to, the following advisories and conditions:

- 1) Personal awareness that the third world is inherently unsafe. Volunteers may experience physical, psychological, and emotional stress.
- 2) Volunteers represent ACTSwr at all times while deployed and must do so in a compassionate and professional manner. Volunteers shall make mature decisions regarding their safety at all times. A deployment is not a vacation or tour, it is hard work. Volunteers may be asked to work long hours under arduous conditions.
- 3) Volunteers shall not leave the ACTSwr compound at any time for unescorted or unapproved trips. Volunteers shall use approved drivers for escorts. Volunteers must make known their whereabouts at all times while on the ground. This is done by a sign-in/sign out log/operations board and direct notification to a team leader or the Incident Commander on the ground. No ACTSwr volunteer shall be alone at any time off the compound. The buddy system shall be practiced at all times. When assigned outside the compound a minimum of four volunteers shall be together at all times.
- 4) No ACTSwr volunteer will be outside the confines of the ACTSwr compound at night without the express permission of the Incident Commander on the ground. Nighttime is extremely dangerous in the third world.
- 5) Volunteers should be aware that they shall follow the directions of a team leader or Incident Commander while deployed at all times. Failure to follow the directions of the Incident Commander/team leader or failure to follow security guidelines will result in the volunteer being asked to leave on the next transportation available to depart the country. The volunteer would be responsible for any and all associated fees with this action. There is no appeal process and all decisions by ACTSwr personnel are final.

I have read the above security advisories and conditions and will abide by them as a condition of my deployment with ACTS. I realize that if I do not abide by the above listed conditions that my deployment can be terminated immediately. **It is required by every volunteer to email this signed form as pdf to volunteer@actswr.org**

Printed Name: _____

Date: _____

Signature: _____

**If volunteer is under the age of 18, parent/guardian must print name and sign.*



Mental Health Information for Disaster Responders

These materials represent highlights of the kinds of mental-health related information that might be beneficial in a disaster. Because of their brevity, they do not provide an exhaustive, formal review or compilation of the wealth of available knowledge on disaster mental health. This is a starting point. There are companion pieces that provide similar information for city, county and state Public Health officials and as a general primer.

Guiding Principles *(It is helpful to keep these points in mind when preparing for or responding to a disaster.)*

- No one who experiences a disaster is untouched by it.
- Most people pull together and function during and after a disaster, but their effectiveness is diminished.
- Mental health concerns exist in most aspects of preparedness, response and recovery.
- Disaster stress and grief reactions are “normal responses to an abnormal situation.”
- Survivors respond to active, genuine interest and concern.
- Disaster mental health assistance is often more practical than psychological in nature (offering a phone, distributing coffee, listening, encouraging, reassuring, comforting).
- Disaster relief assistance may be confusing to disaster survivors. They may experience frustration, anger, and feelings of helplessness related to Federal, State, and non-profit agencies’ disaster assistance programs. They may reject disaster assistance of all types.

Survivor Needs & Reactions *(Responses differ, but there are common needs.)*

- A concern for basic survival
- Grief over loss of loved ones and loss of valued/meaningful possessions
- Fear and anxiety about personal safety and physical safety of loved ones
- Sleep disturbances, often including nightmares and imagery from the disaster
- Concerns about relocation and the related isolation or crowded living conditions
- A need to talk, often repeatedly, about events and feelings associated with the disaster
- A need to feel one is a part of the community and its recovery efforts

Reactions that Signal Possible Need for Mental Health Referral

(Many responses to trauma can be expected, but some are cause for extra attention/concern.)

- Disorientation (dazed, memory loss, unable to give date/time or recall recent events...)
- Depression (pervasive feeling of hopelessness & despair, withdrawal from others...)
- Anxiety (constantly on edge, restless, obsessive fear of another disaster...)
- Acute psychosis (hearing voices, seeing visions, delusional thinking...)
- Inability to care for self (not eating, bathing, changing clothing or handling daily life)
- Suicidal or homicidal thoughts or plans
- Problematic use of alcohol or drugs
- Domestic violence, child abuse or elder abuse



Common Disaster Worker Stress Reaction Checklist

It is not unusual for responders to have these reactions. Check yourself and your teammates.

Behavioral and Emotional Responses/Symptoms

- Anxiety, fear
- Grief, guilt, self-doubt, sadness
- Irritability, anger, resentment, increased conflicts with friends/family
- Feeling overwhelmed, hopeless, despair, depressed
- Anticipation of harm to self or others; isolation or social withdrawal
- Insomnia
- Gait change
- Hyper-vigilance; startle reactions
- Crying easily
- Gallows humor
- Ritualistic behavior

Cognitive Responses/Symptoms

- Memory loss, Anomia (difficulty naming objects or people)
- Calculation difficulties; Decision making difficulties
- Confusion in general and/or confusing trivial with major issues
- Concentration problems/distractibility
- Reduced attention span and/or preoccupation with disaster
- Recurring dreams or nightmares

Physiological Responses/Symptoms

- Fatigue
- Nausea
- Fine motor tremors
- Tics
- Paresthesia
- Profuse Sweating
- Dizziness
- GI Upset
- Heart Palpitations
- Choking or smothering sensation

Mis-Attribution of Normal Arousal (*Misinterpretation of normal physiological responses can increase anxiety and the number of unnecessary ER visits.*)

- Interpretation of normal physiological arousal as serious illness
- Misinterpretation often is increased by rumors and false information
- Increased by hyper-suggestibility in victim fueled by changes in routine and surroundings
- Risk communication and rumor control can help reduce unnecessary drains on healthcare



Longer-Term Effects Checklist

(Potential down-stream consequences of exposure to a natural or human-caused disaster.)

- Nightmares
- Intrusive thoughts
- Uncontrolled affect
- Relationship problems
- Job/school related problems
- Decreased libido
- Appetite change
- Blame assignation
- Decreased immune response

Sources of Stress for Responders Checklist *(These can increase stress.)*

- Role ambiguity
- Lack of clarity of tasking
- Mismatching skills with tasks
- Lack of team cohesion
- Discomfort with hazardous exposure
- Ineffective communication within team, with non-team members, with headquarters
- Lack of or too much autonomy
- Intense local needs for information (media/health officials) that cannot await clearance delay
- Database issues, linkage between epidemiology, laboratory, and environmental sampling
- Laboratory specimen tracking, reporting
- Resources/equipment shortages
- Command and control ambiguities
- Re-integration barriers
- Coworkers had to pick up your work...or no one did and it is overwhelming
- Lack of understanding of or appreciation for what you have been through
- Domestic/family conflict

Individual Approaches to Avoid/Reduce Stress Checklist *(Things you can do to help maintain your own mental, emotional, physical, spiritual balance.)*

- Management of workload
 - Set task priority levels and create a realistic work plan
 - Delegate existing workload so workers not doing usual job too
- Balanced Lifestyle
 - Exercise and stretch muscles when possible
 - Eat nutritionally, avoid junk food, caffeine, alcohol, tobacco
 - Obtain adequate sleep and rest, especially on longer assignments
 - Maintain contact and connection with primary social supports
- Stress Reduction Strategies
 - Reduce physical tension by deep breathing, meditating, walking
 - Use time off for exercise, reading, listening to music, taking a bath
 - Talk about emotions & reactions with coworkers at appropriate times
- Self-Awareness
 - Recognize and heed early warning signs for stress reactions
 - Accept that one may not be able to self-assess problematic reactions
 - Be careful not to identify too much with survivors/victims' grief and trauma



- Understand differences between professional relationships and friendships
- Examine personal prejudices and cultural stereotypes
- Be vigilant not to develop vicarious traumatization or compassion fatigue
- Recognize when own disaster experience interferes with effectiveness

Self-Care Examples Checklist (*Examples, by category, of things you can do.*)

- Physical Diet, exercise, sports, sleep, relaxation...
- Emotional Stay in contact with family, friends, social support
- Cognitive Training, reading, perspective
- Behavioral Civic involvement, personal & family preparedness
- Spiritual Meditation, prayer, fellowship, volunteerism

Please visit the CDC website for a variety of helpful resources related to disaster response.

Adapted from: <http://www.bt.cdc.gov/mentalhealth/responders.asp>



Waiver of Liability/Hold Harmless Agreement and Photo Release

(PRINT FULL NAME ABOVE)

I am volunteering my services, and in consideration for being permitted to participate as a volunteer, I hereby release, waive, discharge and covenant not to sue Foundation of Hope, Inc. d/b/a ACTS World Relief, a Florida not-for-profit corporation, their respective officers, directors, managers, partners, employees, agents, designees, contractors, subcontractors, representatives, successors and assigns, and all persons conducting, directly or indirectly, the activities surrounding my involvements as a volunteer, or any participating volunteers (hereafter collectively referred to as —Releasees) from any and all liability, rights, claims, demands, actions, causes of action, expenses and damages whatsoever arising out of or related to any loss, damage or injury that may be sustained by me or my heirs, personal representative, guardians, successors, assigns or anyone claiming by, through or under me ever had, now have, or may have against the Releasees, or against any of the real, personal or intellectual property belonging to Foundation of Hope, Inc. d/b/a ACTS World Relief, whether arising from any injury, act or omission relating in the way of my participation as a volunteer, or caused by the negligence of the Releasees or any of them, or otherwise, while participating in such activity, or while in, on or upon any premises where the activity is being conducted.

1. I am fully aware of the risks involved and hazards connected hereby elect to voluntarily participate in with full knowledge that activity may be hazardous to me or my property. I also fully understand the risk involvement in my participation as a volunteer including, but not limited to, those risks involved with working with tools (including power tools), and fully assume said risk for any injury, losses or damages of any kind resulting from such risks involved in associated activities. I voluntarily assume full responsibility for any risks of loss, sustained by me, or any loss or damage to my property as a result of being engaged in such an activity, whether caused by the negligence of Releasees or otherwise. I hereby release and forever discharge Releasees from any claims whatsoever which arise or may hereafter arise on account of any first aid, treatment, or service rendered in connection with participation.
2. I further hereby agree to indemnify and hold harmless the Releasees from any loss, liability, damage or costs including court costs and attorney fees, that they may incur due to my participation in said activity, whether caused by negligence or Releasees or otherwise.
3. It is my express intent that this Waiver of Liability and Hold Harmless Agreement and Photo Release shall bind the members of my family, spouse, my heirs, personal representative, guardians, successors, assigns or anyone claiming by, through or under me ever had, now have, or may have against the Releasees, and shall be deemed as a release, waiver, discharge and covenant not to sue the above-named Releasees. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Florida.



4. In signing this agreement, I acknowledge and represent that I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed. I understand there is no monetary compensation for any volunteer services. No oral representations, statements or inducements, apart from the foregoing written agreement have been made. I am at least (18) years of age (or if under 18 years of age, that I am joined herein by my parent or legal guardian) and fully competent, and I execute this release for full, adequate and complete consideration fully intending to be bound by same.

PHOTO RELEASE – Please Check One

- I DO
- I DO NOT

Give Foundation of Hope, Inc. d/b/a ACTS World Relief, their respective officers, directors, employees, agents, designees, contractors, subcontractors, representatives, successors and assigns, and all persons conducting, directly or indirectly, the activities surrounding my involvements as a volunteer, and all persons or departments for whom or through whom it is acting, the absolute right and unrestricted permission to take, use my name, and/or publish, reproduce, edit, exhibit, project, display and/or copyright photographic images or pictures of me, or in the case of a minor volunteer(s), my child(ren), whether still, single, multiple, or moving, or in which I (they) may be included in whole or in part, in color or otherwise, through any form of media (print, digital, electronic, broadcast or otherwise) at any event or elsewhere, for art, advertising, recruitment, marketing, fund raising, publicity, archival or any other lawful purpose. I waive any right that I may have to inspect and approve the finished product that may be used or to which it may be applied now and/or in the future, whether that use is known to me or my child(ren) or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the image or product.

It is required by every volunteer to email this signed form as pdf to volunteer@actswr.org

Date: _____

Signature

Printed Name

IF THE VOLUNTEER IS UNDER THE AGE OF 18, A PARENT OR LEGAL GUARDIAN MUST ALSO JOIN INTO THIS WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT AND PHOTO RELEASE.

Parent/Guardian Signature

Printed Name



LUGGAGE FEE WAIVER REQUEST

To Whom It May Concern:

This letter serves the purpose to respectfully seek the waiving of any extra luggage fees for our Haiti Mission trip team. Secure shipping/ mailing of any medical/emotional health/evangelistic mission trip items/tools/medications/ supplies are pretty much unheard of to Haiti unless personally accompanied. As these items/tools/medications/ supplies are crucial to the success of the trip and helping the Haitian people, we are requesting the airline(s) to generously waive any luggage fees or substantially decrease them per piece.

We sincerely thank you in advance as you consider our request.

Please visit our organization's website at www.ACTSwr.org or contact our volunteer liaison, Michelle Crombie via email at Michelle@ACTSwr.org or my phone at 239-272-8031.

Sincerely,

X

A handwritten signature in black ink, appearing to read 'Michelle Crombie', written over a light gray rectangular background.

Michelle Crombie
ACTS World Relief Liason

ACTS World Relief | www.ACTSwr.org
Michelle@ACTSwr.org
239-272-8031



Badge Information

First Name _____ Last Name _____

Email: _____ Date of Birth _____

Main Phone: _____

Profession _____

Emergency Contact Name _____

Emergency Phone _____ Email: _____

Please list ICS, CERT, Psychological First Aid or other specialty training:

Strike Team Name: _____

Send ALL information to: volunteer@actswr.org



Volunteer