

TO BECOME A VAVS REPRESENTATIVE OR DEPUTY
REPRESENTATIVE AT A V.A. HOSPITAL
OR COMMUNITY BASED OUTPATIENT CLINIC

VAVS means VETERANS ADMINISTRATION VOLUNTARY SERVICE

You must be a member in good standing in the Marine Corps League Auxiliary. An Associate Member is welcome as a volunteer at a VA Hospital or Clinic and her volunteer hours can be reported by the Hospital for Auxiliary credit.

Where a Unit exists, recommendation as a Representative or Deputy Representative must come from the Unit. (Enclosure #35). The exception is in Departments whose Bylaws state they have the right to appoint a Representative or Deputy, in which case, request for certification comes from the Department. In a city where no Unit exists, the interested Volunteer must contact the National Representative. The National Representative shall review situation and determine whether that member should be certified to represent the Marine Corps League Auxiliary, Inc.

Certification of a VAVS Representative or Deputy can be handled only by the National VAVS Representative - do not contact the hospital. The National Representative shall send a letter on official letterhead to the Chief of Voluntary Service (or equivalent position) at the VA, certifying the member and giving expiration date of certification. The hospital will then contact the member by letter acknowledging certification and making arrangements for orientation. We have a few longtime Representatives and Deputies who carry an indefinite certification status. However, most of them are certified for a two-year period, with re-certification after each two-year period, as long as that person is serving the Veterans in a proper manner. This also assures contact on a timely basis. National Representative should be advised of any changes in name, phone, address, etc., as soon as possible.

Representatives and Deputies must be regularly scheduled volunteers at VA or Clinic. The Hospital Staff determines duties at the Hospital or Clinic.

Advisory Committee meetings are held quarterly. All VAVS Representatives and Deputies are required to attend on a regular basis, and the VA staff has the right to cancel certification if three consecutive meetings are missed. The Representatives and Deputies, in order to gain information of needs and changes at the Hospital or Clinic and to pass this information on to the Unit and Department, should attend all meetings. You may alternate your attendance.

Should a problem occur which cannot be resolved between staff and volunteer, the National Representative must be contacted for assistance. Do not go directly to the Central Office of VAVS, since it would only be referred back to the MCLA National Representative. This seldom happens. Most of our Representatives and Deputies, as well as all volunteers, have a good relationship with the VA staff and with each other. They are dedicated to their volunteer assignments and take great pride in being able to make life easier for the hospitalized and clinic patients.

Show your members the enclosed information about the VAVS Award - we welcome applicants and nominations.

WE ARE A PROUD AND DEDICATED GROUP OF VOLUNTEERS, REPRESENTATIVES AND DEPUTIES. OUR PROBLEMS ARE FEW AND OUR ACCOMPLISHMENTS ARE MANY... BE PROUD OF WHAT WE DO.

(Rev.8/01)