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Volunteer Application

Dear Applicant,

The HELP Foundation is offering Naturopathic Physicians, Medical Doctors and Dental professionals from Canada and the U.S. the opportunity to volunteer, live, and work in Thailand. In partnership with the Phangnga Provincial Public Health Office (PPPHO) and their officials, HELP is helping to create, operate and maintain the HELP Clinic on the Island of Kho Khao.

Although volunteering as a medical practitioner in a country such as Thailand, which was devastated by the 2004 tsunami, is challenging emotionally, physically and mentally, we at HELP believe that this type of service offers great personal and professional rewards. We encourage you to review our website and contact us at any time with questions about the HELP clinic.

Below is a detailed description of the volunteer position you are applying for. May this process bring you a greater understanding of your desire to work for HELP Foundation. We look forward to meeting you!

H.E.L.P. MEDICAL VOLUNTEER POSITION DESCRIPTION

Title: Medical/Dental Volunteer

Length of Position: minimum 2 weeks

Effective Date: _____

Location: HELP Clinic, Pak Koh Health Centre, Koh Kho Khao, Phang-Nga, Thailand

Position Objectives, Duties, and Responsibilities:

- Provide health care services within own licensed scope of practice
- Deepen clinical diagnostic skills for common medical problems encountered in Thailand
- Recognize acuity of illness and refer appropriately, always protecting the best interest of the patient.
- Collect patient data and record program development
- Maintain confidentiality of patient records and information at all times.
- Submit an ***Inventory Report*** to HELP and ***Statement of Need*** for provisions and medicines in the clinic to HELP at the end of your stay
- Understand the needs of the community, continue programs implemented by HELP, and oversee outreach programs (medical and non-medical in nature).
- Exercise professional standards of dress code/conduct

Qualifications:

Naturopathic Doctor



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- Graduate from a naturopathic medical college or program that is accredited by or has candidate status with the Council of Naturopathic Medicine Education.
- A Doctor of Naturopathic Medicine that has a full and unrestricted license to practice naturopathic medicine in a Canadian or U.S. licensing jurisdiction
- Understanding in naturopathic AND conventional diagnosis therapeutics and pharmacy prescribing (full-time doctor must hold prescriptive authority license).
- Desire to learn about other cultures, contribute to a community and work with diverse groups.

Medical Doctor

- Graduate from a medical college or program that is accredited by the Council of Medical Education
- A Doctor of Medicine that has a full and unrestricted license to practice medicine in a Canadian or U.S. licensing jurisdiction
- Understanding in acute and chronic diagnosis and therapeutics
- Desire to learn about other cultures, contribute to a community and work with diverse groups.

Dentist

- Graduate from a dentistry college, university or program that is accredited by or has candidate status with the Council on Dental Education.
- A Doctor of Dentistry Science that has a full and unrestricted license to practice dentistry in a Canadian or U.S. licensing jurisdiction
- Desire to learn about other cultures, contribute to a community and work with diverse groups.
- Dental Assistants and Dental Hygienists can volunteer if there with a dentist

In addition to the above qualifications for NDs, MDs, and Dentists, to qualify as a volunteer for the HELP Foundation's volunteer program, you must hold a valid and current license to practice. Doctors must send in their completed applications at least 45 days prior to their intended trips, and dentists must give a minimum of 30 days. We recommend a 1-month grace period above and beyond that to ensure a smooth process with HELP Foundation and the Thai PPPHO.

Compensation:

- Room provided in the HELP Staff housing
- Stipend only available for full-time, 1-year volunteer doctor (must have current valid prescriptive authority license)

Note: All doctors and dentists will be accompanied by Thai MD or DDS



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Instructions:

Before applying, we suggest you take some time to assess your own ability – mentally, emotionally, spiritually and financially. Read over the **HELP Volunteer Position Description** above and make sure you qualify and are capable of fulfilling the duties and responsibilities required. The application process is completely candidate-managed, meaning that you are responsible for collating all the required elements and submitting a complete application packet and supporting documents.

Working Email:

If for some reason we need to contact you about your application, we will contact you via email. **Please provide a working email on your application that you will check regularly during this process to ensure optimal communication.**

Timeline:

HELP accepts applications throughout the year! At this time we are looking for volunteers all year. 2008 will see continued short-term stays for volunteers. 2009 will see HELP send their first full-time 1-year doctor and quarterly brigades of students and doctors/dentists.

APPLICATION CHECKLIST

To complete the application file, candidates must submit the following items. We strongly encourage using this as a checklist.

- One (1) passport photo attached to application
- Completed Application
- 1 page typed essay. Please type your name in the upper right hand corner of each page:
 - *Personal Statement*
 - *Healthcare philosophy*
- Two (2) letters of recommendation
- Resume
- A scanned copy of your *degree* AND *license* sent BY EMAIL.
- A copy of your passport, scanned and sent BY EMAIL. Passports must be valid for one year after start date.
- Criminal Records Check
- Signed copy of the **HELP Volunteer Disclosure** form

Submit Completed Applications to:

The HELP Foundation

mlawrie@integratedhealthclinic.com

#202- 23242 Mavis Ave. P.O. Box 39

Fort Langley, BC

Canada V1M 2R4



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Section I

1) Availability:

WINTER FALL SUMMER SPRING
 2008 2009 2010 2011

2) Interview Schedule:

If you are selected as a potential HELP volunteer, you will be contacted via email to schedule an interview.

Section II - Personal Information

1) Name:

Last First Middle

2) S.I.N.: _____ - _____ - _____

3) Date of Birth: _____
month / day / year

4) Gender: Female Male

5) Citizenship: CDN CDN permanent resident Other: _____

6) Passport Info: Number: _____ Country of Issue _____
Must be valid for 1 year from start date

7) Permanent Address/Contact Info:

Street Address

City Province Country

Email Website

Main Contact Phone Other Phone



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10) Emergency Contact Information:

Name of Contact Relationship

Street Address

City

Province

Postal Code

Country

Email Phone

11a) School Info for Naturopathic Physicians:

Graduation Date (month and year) _____

Bastyr University

Boucher Institute of Naturopathic Medicine

Bridgeport College of Naturopathic Medicine

Canadian College of Naturopathic Medicine

National College of Naturopathic Medicine

Southwest College of Naturopathic Medicine

11b) School Info for Allied Healthcare Professionals:

MD

DDS/DMD

School _____

Graduation Date (month and year) _____

12) License Information:

Number

Province/State of Issue

Expiration Date

Provinces/States you hold a license

13) Have you ever been convicted of a felony? Yes No

(If yes, please attach a written explanation)

14) Have you ever traveled to a developing country? Yes No If yes, what country and when? _____

15) Languages Spoken: 1) _____ 2) _____

Other _____



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16) Licenses/Certificates – Please list any other licenses or certificates you have. (Include health related licenses [acupuncture, midwifery, CPR, nursing, etc] as well as non-health related licenses [journeyman status, teacher, English as a second language certified, etc].

License or Certificate Exp. Date

Licensing Province/Agency

1. _____
2. _____
3. _____
4. _____

17) Employment History: Please attach a copy of your current resume or curriculum vitae.



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Section III– Health Information

All applicants are required to supply the following health information. Remember that the HELP Clinic is in a remote area with limited and often inadequate access to medical care. The rotation can be physically demanding both as a result of living conditions and climate. Please let us know of any physical limitations or medical conditions that may for any reason interfere with your ability to fully participate.

19) Do you have any medical/surgical condition(s) that require you to see a physician regularly? No Yes: If yes, please explain:

20) Have you had any medical condition that is now stable, that may recur while traveling?

No Yes: If yes, please explain: _____

21) Please list any physical limitations that you have (such as impaired vision, hearing, breathing, mobility, etc): No Yes: If yes, please specify:

22) Do you have a history of mental or emotional instability for which you have sought medical attention? No Yes: If yes, please explain:

23) Are you currently under the care of a physician No Yes: If yes, please explain: _____

24) Are you taking prescription and over-the-counter medications? No Yes: If yes, please list medication and reason. _____

25) Do you have allergies? No Yes: If yes, list all **allergies** that you have (including medication, food, environmental, etc) _____

26) Do you have extended health insurance? No Yes

Note: Health insurance is required for the 1-year rotation.



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Section IV - Essays

Please answer concisely (1 page or less per question) each of the following. Be sure to have your full name on each of these statements.

27) Personal Statement: Why do you want to work with the HELP Foundation? In a concise personal statement of purpose, please indicate your reasons for applying to this program, where you feel your strengths and weaknesses will be, and how you overcome challenges.

28) Healthcare Philosophy:

Briefly describe your healthcare philosophy. In what way might your philosophy be challenged by practicing in a developing country?

Section V - References

31) List of References: You are required to provide two letters of recommendation from professionals with your application. Please list below the names of the individuals whom you have chosen to complete the letters of recommendation. **Note: If you graduated in the last five (5) years, one of your letters should be from a supervising physician from your school.*

Reference #1

- Clinical Supervising Physician
 Licensed Medical Professional
 Other:

Reference #2

- Clinical Supervising Physician
 Licensed Medical Professional
 Other: _____

Name

Degree/Credentials

Street Address

City

State

Zip

Phone Number

Email



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Section V – Authenticity of Information

32) By signing below, I, _____, certify that all information in this application is factually correct and honestly presented. I have read and understand all provisions outlined in this application and supporting documents. I understand that any false information presented in this application or any part of the application process may result in the rejection of my application and dismissal from any position held with HELP, now and in the future. Furthermore, my signature is evidence of my agreement with all parts, provisions, protocols and regulations indicated in this application and supporting documents.

Signature

Date



Appendix 1: Criminal Records Check:

This will be completed by the HELP Foundation prior to any volunteer activities.

Appendix 2: HELP Volunteer Disclosure Assumption of Risk Form

Assumption of Risk/Release:

As a volunteer for the HELP Foundation, I understand that I may engage in hazardous work that involves a risk of illness, physical injury, property damage, or death, from hard physical labor, heavy lifting, exposure to environmental hazards such as mold or inclement weather. I also understand that I may be provided equipment to use in performing volunteer activities which is dangerous to operate and can cause serious injury or death. I hereby assume all risks associated with performance of these activities and operation of this equipment and release and forever discharge the HELP Foundation from any and all liability for claims or damages I might have that result from my work with the HELP Foundation as a volunteer, and any related claims or damages arising from HELP's selection of work sites or activities, provision of equipment, or provision of food, lodging or transportation in connection with my volunteer duties. I understand that the HELP Foundation is not responsible for the safety or security of my personal effects and release the HELP Foundation from liability for theft, damage or destruction of my personal property.

I also understand that I am responsible for carrying my own basic Catastrophic Medical Insurance policy or other Travel Medical Insurance. My signature below indicates that I will carry and maintain any additional necessary medical insurance while I am acting as a Volunteer, and that I will be responsible for my own medical expenses. Furthermore, I agree to release and hold harmless, to the fullest extent allowed by law, The HELP Foundation, its members, Board of Directors, employees and representatives, from all claims and liabilities resulting from the trip or extended stay with projects related to The HELP Foundation.

VOLUNTEER:

- Mr.
- Mrs.
- Ms

Print name			Date	
Signature			Phone	
Address	Street	City	Province	Postal Code

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY PRIOR TO VOLUNTEER PERFORMING ANY VOLUNTEER ACTIVITIES FOR THE HELP FOUNDATION.



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WELCOME TO THE H.E.L.P. CLINIC KOH KHO KHAO, THAILAND

Address:

87 Moo 3 T. Koh Kho Khao
A. Takuapa Phang-nga 82190
Pak Koh Health Centre
Thailand

Key Contact List (Thailand):

1. Mr. Pramot Kongmesuk

Thailand Field Co-Coordinator, HELP Foundation, Thailand.
Pramot will be picking volunteers up at the Phuket International Airport, and drive them to the island (either the resort or H.E.L.P. House). He will provide transportation and translation services for all volunteers.

Mobile:

Email:

2. Mr. Visnu

Health Officer, HELP Clinic (works 9am-3pm Mon-Fri)
Pak Koh Health Center/HELP Clinic (Thailand)

81 Moo3 T. Koh Kho Khao

A. Takuapa Phangnga 82190

Email: nu_vana69@hotmail.com

3. Dr. Maythinee Petju, DDS

Chief of Dentistry, Phangnga Provincial Public Health Office
Dr. Petju is HELP Foundation's primary contact with the PPPHO. She is the doctor that accompanies our dental volunteers, but is an invaluable resource, is always incredibly helpful, and is a huge supporter of HELP.

4. Dr. Porn Pongpanitanont, MD

Chief of Staff, Takuapa Hospital

Dr. Porn has allowed HELP medical volunteers to order laboratory testing through his large regional hospital (one of 2 hospitals in the province that does blood work). He is also a supporter of HELP and its volunteers. Great contact.

The HELP Foundation

Tel: 604-888-8325

Fax: 604-888-8365



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**#202-23242 Mavis Ave. P.O. Box 39
Fort Langley, BC V1M 2R4
Canada**

Dr. Gurdev Parmar, Founder
drgparmar@integratedhealthclinic.net

Marilyn Lawrie, Managing Director
mlawrie@integratedhealthclinic.com

Volunteer Accommodations:

Volunteer Housing – the HELP House - is adjacent to the clinic and was recently updated by volunteers on the last trip to the island, the Kazakoff family.

It is a two-bedroom, two-storey unit with a kitchen, washroom, and living room on the ground floor, and the two bedrooms on the second floor. The Kazakoff's repaired the roof, installed new tile floors, a fresh coat of paint, and cleaned-up the wood floors. We also installed all new bathroom appliances including a toilet, sink, and shower. New double beds, linens, wardrobes, and air conditioning units make each of the two bedrooms quite comfortable. The kitchen boasts a new kitchen table, kitchen shelving, cookware, plates and utensils, a cooking plate, rice cooker, fridge, and a microwave. The living area has a T.V., DVD, and some real funky furniture. We are happy to make this residence available to our volunteers.



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WELCOME TO THE ISLAND OF KHO KHAO, THAILAND

<http://www.khaolak-info.net/maps/khokhao.htm>

Kho Khao Island lies off the coast of Takuapa to the North of Khaolak. Its western coast has endless beaches lined by Casuarina trees while the interior is covered by grassland. Several wild animals dwell the island, and sea turtles use it to lay their eggs in its sands, between November and February.

Koh Kho Khao is already becoming well developed, boasting surfaced roads and a car ferry to cross the few hundred metres wide canal, which separates it from the mainland. An extensive flat grassland area close to the northern tip was used as an airfield by the Japanese during World War II, and influential people are already talking about an airport there.

There are 5 villages well worth visiting. There are gorgeous beaches on the north end of the island without a soul on them

Accommodations:

Through the clinic, we can offer our volunteers a discount rate at the Kho Khao Island Beach Resort & Spa. <http://www.khokhaoislandbeach.com/>

Other accommodations:

- Amandara Island Resort
- Koh Kho Khao Resort
- Andaman Princess Resort & Spa

Transportation:

Renting a scooter is a great way of exploring the island whenever you feel like giving Pramot a break.

Restaurants:

- Man Fah Restaurant (at the Pier) –Dr. Parmar’s personal favourite Thai place
- Taco Time (close to Man Fah) – Mexican & Thai
- Village restaurants- all Thai- are rustic but great food- may be a little more risky!



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WELCOME TO THAILAND

WWW.TOURISMTHAILAND.COM

Full Country Name: Thailand (Prathet Thai, meaning "land of the free")

Capital: Bangkok (Krung Thep, meaning "city of angels")

Geography:

The kingdom of Thailand lies in the heart of Southeast Asia, making it a natural gateway to Indochina, Myanmar and Southern China. Its shape and geography divide into four natural regions: the mountains and forests of the North; the vast rice fields of the Central Plains; the semiarid farm lands of the Northeast plateau; and the tropical islands and long coastline of the peninsula South.

The country comprises 76 provinces that are further divided into districts, sub-districts and villages. Bangkok is the capital city and centre of political, commercial, industrial and cultural activities. It is also the seat of Thailand's revered Royal Family, with His Majesty the King recognized as Head of State, Head of the Armed Forces, Upholder of the Buddhist religion and Upholder of all religions.

Thailand is a constitutional monarchy with His Majesty King Bhumibol Adulyadej, or King Rama IX, the ninth king of the Chakri Dynasty, the present king. The King has reigned for more than half a century, making him the longest reigning Thai monarch. Thailand embraces a rich diversity of cultures and traditions. With its proud history, tropical climate and renowned hospitality, the Kingdom is a never-ending source of fascination and pleasure for international visitors.

Neighboring Countries:

- 1) Myanmar - west and north,
- 2) Lao P.D.R. - north and northeast,
- 3) Cambodia - southeast and
- 4) Malaysia - south.

Area: 513,115 sq. km.



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Topography:

Thailand is divided into 4 natural regions:

The mountainous North, with its profusion of multi-coloured orchids, fascinating native handicrafts and winter temperatures are sufficiently cool to permit cultivation of temperate fruits such as strawberries and peaches;

The high Northeast Plateau, which still jealously guards its many archaeological and anthropological mysteries;

The Central Plain, one of the world's most fertile rice and fruit-growing areas with colourful traditional culture and way of life as well as the sandy beaches of the East Coast and vibrant cosmopolitan Bangkok;

The peninsular South where the unspoiled beaches and idyllic islands complement economically vital tin mining, rubber cultivation and fishing.

Population:

Thais are well-known for their friendliness and hospitality. A large majority of over 62 million citizens of Thailand are ethnic Thai, along with strong communities whose ethnic origins lie in China, India and elsewhere. About 7 million people reside in the capital city of Bangkok.

People:

Thai (80%), Chinese (10%), Malay (3%), and the rest are minorities (Mons, Khmers, hill tribes) Ethnic Thais form the majority, though the area has historically been a migratory crossroads, and has thus produced a degree of ethnic diversity. Integration is such, however, that culturally and socially there is enormous unity.

Language:

Spoken and written Thai is largely incomprehensible to the casual visitor. However, English is widely understood, particularly in Bangkok where it is almost the major commercial language. English and some European Languages are spoken in most hotels, shops and restaurants in major tourist destinations, and Thai-English road and street signs are found nationwide.

Religion:

Buddhism (95%), Muslim (4%), others (1%)

Government:

Thailand has had a constitutional monarchy since 1932. Parliament is composed of 2 houses, The House of Representatives and the Senate. Both



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representatives and senators are elected by the people. A prime minister elected from among the representatives leads the government. The country is divided into 76 provinces. The Bangkok Metropolitan Administration comes under an elected governor. Appointed provincial governors administer the other 75 provinces (Changwat), which are divided into districts (Amphoe), sub-districts (Tambon) and villages (Mu Ban).

Head of State:

H.M. King Bhumibol Adulyadej (Rama IX of the Chakri Dynasty)

Head of Government:

Prime Minister Surayud Chulanont

Administration:

76 provinces, each subdivided into amphoe (district), tambon (subdistrict) and muban (village)

National Flag:

The red, white, and blue stripes symbolize the nation, Buddhism, and the monarchy, respectively.

Time:

The time in Thailand is seven hours ahead of Greenwich Mean Time (+7hours GMT).

Climate:

Thailand enjoys a tropical climate with three distinct seasons-hot and dry from February to May (average temperature 34 degrees Celsius and 75% humidity); rainy with plenty of sunshine from June to October (average day temperature 29 degrees Celsius and 87% humidity); and cool from November to January (temperatures range from 32 degrees Celsius to below 20 degrees Celsius with a drop in humidity).

Much lower temperatures are experienced in the North and Northeast during nighttime. The South has a tropical rainforest climate with temperatures averaging 28 degrees Celsius almost all year round.

Electricity:

The electric current is 220 volt AC (50 cycles) throughout the country. Many different types of plugs and sockets are in use. Travelers with electric shavers, hair dryers, tape recorders and other appliances should carry a plug adapter kit. The better hotels will make available 110-volt transformers.



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Tap water:

Tap water is clean but drinking from it directly should be avoided. Bottled water is recommended

Clothing:

Light, cool clothes are sensible and a jacket is needed for formal meetings and dining in top restaurants. Shorts (except knee length walking shorts), sleeveless shirts, tank tops and other beach-style attire are considered inappropriate dress when not actually at the beach or in a resort area.

Weights & Measures:

The metric system is used throughout Thailand. Numerals on vehicle speed ohmmeters, highway markers and speed limits all indicate kilometres.

Business hours:

Most commercial concerns in Bangkok operate on a five-day week, usually from 8 am to 5 pm. Many stores open seven days a week from 10 am to 10 pm. Government offices are generally open between 8.30 am and 4.30 pm with a noon to 1 pm lunch break, Monday to Friday except on public holidays. Banks are open Mondays to Fridays from 9.30 am to 3.30 pm except on public holidays.

Postal Services:

Thailand's mail service is reliable and efficient. Major hotels provide basic postal services on their premises. Provincial post offices are usually open from 8.00 a.m. to 4.30 p.m.

International Roaming Mobile Phone: A Subscriber Identity Module Card (SIM Card) is now available for Thai and foreign customers who are traveling around for work. The SIM Card must be used in conjunction with a Digital GSM mobile phone within the 900-MHz range or a Digital PCN mobile phone within the 1800-MHz range.



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Fax and E-Mail:

All of Thailand's leading hotels offer facsimile (fax) and e-mail services. Numerous private businesses offer such facilities, most often in conjunction with translation services.

Internet Services:

Thailand has been expanding its information service for residents and tourists alike through the Internet system. Services are now available at Thailand's leading hotels and at the many " Cyber-Cafes " that are cropping up in all major tourist destinations.

Telephone Services:

At present, all telephone numbers (for local calls and long distance calls within the country) have nine digits.

For Bangkok calls, 02 is added to the existing numbers i.e. 0 2694 1222.

For provincial calls, an area code is added to the existing numbers. For example, area code for Chiang Mai is 053 = 0 5324 8604; area code for Phuket is 076 = 0 7621 1036.

For mobile phones, After September 1, 2006, all Thai mobile phone numbers will be extended to 10 digits. Simply add an 8 in the middle of the existing two-digit prefix, followed by the existing seven-digit number. For example, numbers starting with (66) 01 will become (66) 081 XXX XXXX

The new system has no effect on international phone calls.

The international dialing code for Thailand is 66.

When making international calls to Thailand, add 66 and omit the leading 0.

When making international calls from Thailand, first dial 001+country code+area code+telephone number

If calling Laos or Malaysia, there is a special code which is charged at a semi-domestic rate.

When calling Laos, first dial 007+856+area code+telephone number

When calling Malaysia, first dial 09+06+area code+telephone number



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Direct assistance: 1133 (local), 100 (international)

Emergency Telephone Numbers

- Central Emergency (Police, Ambulance, Fire): 191
- Highway Patrol: 1193
- Crime Suppression: 195 or (662) 513 3844
- Tourist Police (English, French and German spoken): 1155
- Tourism Authority of Thailand (TAT) Call Centre: 1672
- Immigration Bureau: (662) 287 3101-10