

SEATTLE/KING COUNTY CLINIC 2027 Assignment Descriptions

Volunteer assignments at Seattle/King County Clinic are structured around specific services and processes. However, due to the variability in patient needs and volunteer no-shows, organizers can only estimate daily staffing requirements. Although the Clinic strives to honor the assignments chosen by volunteers, adjustments may need to be made to address high-demand areas. Flexibility and teamwork help ensure the smoothest operation possible.

Volunteers must be at least 18 years of age. Based on the Profession/Volunteer Classification you indicate in your volunteer account, you'll be shown the assignments you are eligible to fill. That may be in (D) Dental, (G) General Support, (M) Medical, (R) Healthcare Resource, and/or (V) Vision. The list of options may be long, and **the system sorts the options by start time not assignment name**. Be sure to review the list closely and scroll until you reach the end!

The full length of each shift (check-in time to end time) is indicated next to each assignment in the volunteer registration system. We are counting on your participation for that entire time.

Waiting List Instructions

If you see the term “**Waiting List**” next to an assignment name, that means it is currently full. In this case you have three options **(we recommend Option 1 or Option 3)**:

1. Choose a different assignment.
2. Choose that assignment and be put on a wait list. If you are only on the wait list, you are not scheduled to participate unless an opening* occurs.
3. Choose that assignment and be put on a wait list. **Then select an alternate assignment.** In this case, you are scheduled for the alternate assignment unless an opening* occurs for your wait list assignment.

- * If an opening becomes available in your wait list assignment and you are moved into it, you will receive an email notice of this change, and any alternate assignment will automatically be canceled.

Additional Information

Orientation materials will be made available to volunteers a few weeks before the Clinic. You'll receive notification by email and text when they are available. Onsite orientation/training will expand upon that information to provide more specific details about Clinic operations.

If you're unclear about any part of the registration process, please contact SKCClinic@seattlecenter.org or 206-615-1835.

Go To

[\(D\) Dental](#) [\(G\) General Support](#) [\(M\) Medical](#) [\(R\) Healthcare Resource](#) [\(V\) Vision](#) [Residents](#) [Students](#)

(D) DENTAL ASSIGNMENTS

Dental Assisting

Assist dentists in Restorative, Surgery, or Oral Medicine. May also be utilized in CEREC, Endodontics, or Lab, as needed.

Dental Assisting – CEREC

Restricted to assistants experienced in CEREC crowns.

Dental Assisting – Endodontics

Restricted to assistants experienced in endodontics.

Dental Assisting – Lab

Assist providers in the Dental Lab.

Dental Assisting Expanded Function

EFDAs assist dentists in Restorative, Surgery, or Oral Medicine. May also be utilized in CEREC, Endodontics, or Lab, as needed.

Dental Hygiene

Performs hygiene services including standard prophylaxis, oral debridement, scaling, and root planing.

Dental Lab – Denturist, Prosthodontist, Dentist

Examine patients referred to the dental lab, take impressions, and fit oral prosthetics — mainly temporary partials (flippers).

Dental Lab – Technician

Fabricate, modify, and repair cold cure temporary partial flippers.

Dental Restorative Hygienist

Work with a dentist to place restorations.

Dental Operations Support (Dental Experience Not Required)

Help clean and reset dental stations on the dental floor following patient treatment. Knowledge of dental supplies can be helpful but is not required. People in this assignment **must have Bloodborne Pathogen (BBP) training** either through an official course or as part of their professional education in a healthcare field. Training is available online at [redcross.org](https://www.redcross.org). We also strongly recommend that volunteers be vaccinated for Hepatitis B. This is an active assignment with lots of time spent on your feet.

Dental Sterilization & Supplies (Dental Experience Not Required)

Help clean and sterilize dental instruments, sort clean tools, and restock supplies that are available for dental professionals. Knowledge of dental instruments can be helpful but is not required. People in this assignment **must have Bloodborne Pathogen (BBP) training** either through an official course or as part of their professional education in a healthcare field. Training is available online at [redcross.org](https://www.redcross.org). We also strongly recommend that volunteers be vaccinated for Hepatitis B. This is an active assignment with lots of time spent on your feet.

Dental X-Ray & Triage

Dental assistants, hygienists, and dental students take digital panoramic or intraoral x-rays using a Panorex or Nomad, as well as assist dentists in Triage. Nomad or similar experience preferred.

Dental X-Ray Computer Station (Dental Experience Not Required)

Stationed at a computer that is connected to an x-ray unit, you'll be responsible for confirming images were captured correctly, then printing and saving images. Instructions will be provided. This assignment requires intermediate computer skills.

Dentist – CEREC

Restricted to dentists experienced in CEREC crowns.

Dentist – Endodontics

Root canal therapy will only be performed on anterior and bicuspid teeth.

Dentist – Oral Medicine

Restricted to Oral Medicine specialists. Consult on discoveries of potential medical conditions, provide boil and bite mouth guards, and perform oral biopsies.

Dentist – Restorative

Primarily provide composite or amalgam restorations with the option to do limited oral surgery if the tooth is deemed non-restorable.

Dentist – Surgery

Oral surgery specialists preferred. Surgeons will do extractions under local anesthetic; no nitrous oxide or sedation will be available.

Dentist – Triage

Dentists will complete an initial oral exam, order and review patient x-rays, and determine the top treatment priority given the parameters of the Clinic.

Student – Assisting & Support

Dental, Hygiene, and Assisting students serve in a clinical or non-clinical support capacity as assigned by Clinic leadership. This may include assisting dentists chairside, so the student must possess the following skills:

- Competent knowledge of burs
- Competent knowledge of a proper operatory set up
- Efficient clean up and flipping of an operatory
- Confidence in composite or amalgam treatment steps and effective suctioning
- Competent understanding of clean/dirty sides of the workspace (cross contamination)
- Effective at utilizing a curing light

Student supervision is provided by onsite leadership. **If this assignment is full or if the student does not possess the required skills, they are encouraged to consider other assignments such as Dental Operations Support, Dental Sterilization & Supplies, Dental X-Ray & Triage, Dental X-Ray Computer Station, Escorts & Waiting Areas (Dental), or Interpreter.**

(G) GENERAL SUPPORT (NON-CLINICAL) ASSIGNMENTS

General Support volunteers are critical to the Clinic's overall operation. General Support assignments do not require healthcare experience or credentials, although healthcare professionals and students are welcome to fill these roles as their background often provides added benefit. **General Support volunteers are encouraged to also look at the (D) Dental and (M) Medical assignment descriptions as some do not require healthcare experience.**

Break Room & Snacks

The Clinic is a long day for both volunteers and patients. Help to keep the volunteer break room, lunchroom, and patient snack areas stocked with food and beverages. Handout items from locations throughout the Clinic to ensure participants are getting much needed sustenance.

Checkout (Various Areas)

With care areas located across several buildings, appropriate management of patient paperwork is critical. Checkout volunteers confirm that a patient's paperwork is complete, process any additional documentation that is needed, and collect patient records before they leave the area. Healthcare experience is not required but can be a useful skill. Intermediate computer skills are necessary. **The practical tasks of this assignment are the same across all three clinic areas (dental, medical, vision). If the Checkout assignment for one area is full, please select Checkout assignments for a different clinic area.**

Clinic Supplies

Help to manage inventory and restock spaces with clinical and non-clinical supplies. Supply, instrument, and inventory experience is useful but not required. Strong organizational skills and attention to detail are helpful. Volunteers should expect long periods of walking/moving, including outdoors between buildings. Light lifting is required.

Entry/Exit (Various Areas)

With care areas located across several buildings, managing patient flow in and out of the buildings is critical. Volunteers help to confirm people entering a building have the right credentials and/or paperwork. Before exiting a building, volunteers confirm that requisite paperwork has been collected and help patients connect with escorts to take them to their next destination. **The practical tasks of this assignment are the same across all three clinic areas (dental, medical, vision). If the Entry/Exit assignment for one area is full, please select Entry/Exit assignments for a different clinic area.**

Escorts & Waiting Areas (Various Areas)

Each area of the Clinic is assigned a pool of volunteers to serve as Escorts and Waiting Area Monitors. Volunteers may be rotated between these roles and should expect long periods of walking/moving or standing/being stationary. Volunteers in this area are instrumental in answering questions and helping to create a compassionate experience. **The practical tasks of this assignment are the same across all three clinic areas (dental, medical, vision). If the Escorts & Waiting Areas assignment for one area is full, please select assignments for a different clinic area.**

- **Escorts** take patients from one station to another within a clinic area, or outdoors between buildings to a different clinic area. Escorts ensure patients do not slip through the cracks and maximize their opportunity to receive care at the Clinic.
- **Waiting Area Monitors** greet patients as they arrive at a specific service area, direct them to an appropriate seat, track who is next for service, and monitor how many people are waiting. Involves a lot of attention to detail and ability to multitask.

General Support – As Assigned

The Clinic relies on a pool of flexible volunteers willing to be assigned according to where there is the most need for support at a given moment. Organizers may place volunteers in these high-need assignments in advance of the Clinic (in which case they'll receive an email showing the change to their schedule) or dynamically while onsite. For Clinic days, it is preferred that volunteers select a specific assignment that matches their preferences and skills, however, the General Support – As Assigned role is useful as the Clinic nears and a volunteer's preferred role(s) may already be filled.

General Support – Clinic Flow Monitor

Working from the Communications Hub, the epicenter for Clinic operations, volunteers will make rounds throughout Clinic waiting areas to collect information about the number of patients waiting and the length of wait times for a given service. The data will be disseminated to leadership to help gauge how many more patients to admit and/or when to close certain areas.

General Support – Overnight Patient Line

Patients often arrive early at Fisher Pavilion to ensure they get a ticket. Volunteers in this assignment are the first people patients encounter, and they set the stage for a positive Clinic experience. Volunteers interact with patients to describe how the Clinic works, give directions, check in and store large patient bags, provide snacks, answer general patient questions, and help to distribute admission tickets. Managers are onsite to supervise volunteer activities and provide instruction and guidance. Fisher Pavilion is heated, well lit, and guarded by security.

General Support – Early AM Patient Line

As the time for ticket distribution approaches, additional volunteers are needed for operational support in Fisher Pavilion. Volunteers interact with patients to describe how the Clinic works, give directions, check in and store large patient bags, provide snacks, answer general patient questions, and help to distribute admission tickets. Managers are onsite to supervise volunteer activities and provide instruction and guidance. Fisher Pavilion is heated, well lit, and guarded by security.

Interpreter (Medical Certification Not Required)

Fluent speakers only. Navigating the Clinic can be confusing, especially if you don't speak English. Interpret questions, answers, and instructions for patients and help guide them through the Clinic. A mobile system from AMN Healthcare is available when medical interpretation is required. We have a high demand for **ASL, Amharic, Cantonese, Mandarin, Mongolian, Russian, Spanish, Tigrinya, Ukrainian, and Vietnamese**. Do not volunteer for this assignment on a day when you are accompanying a family member or friend to the Clinic.

Interpreter – Overnight Patient Line (Medical Certification Not Required)

Please review the "Interpreter" and "General Support – Overnight Patient Line" descriptions to understand this assignment.

IT Support

The Clinic relies on technology to run smoothly, everything from computers and printers to network cabling and Wi-Fi connections. People with IT experience and technical know-how help troubleshoot technology issues, keep equipment operating, check internet connections, and more.

Patient Registration

These volunteers are the first to interact with patients in the Clinic and help to initiate a positive experience. Volunteers ask patients about contact and demographic information, documenting their responses in the registration system. Toward the end of the day, Patient Registration switches to scheduling patients who need to return to "finish service" on a subsequent day. This assignment requires intermediate computer skills, attention to detail, good hearing, and excellent customer service skills.

Records Processing (Non-Patient Facing Assignment)

In the Clinic, patient records are maintained on paper and turned in at a checkout station before departing a clinic area. Volunteers collect records from checkout stations and take them to a secure records processing room where services are tracked in the registration system. Records are scanned for electronic storage and then filed. Volunteers need intermediate computer skills. Involves attention to detail. Prior healthcare experience is beneficial but not required. This assignment has extremely minimal to no interaction with Clinic patients.

Records Processing – Vision & Eyeglasses (Non-Patient Facing Assignment)

In addition to processing records in the vision area, this role also includes entering eyeglasses prescription information into an online ordering system and preparing the order for shipment to the lab. Volunteers need intermediate computer skills. Involves attention to detail. Prior healthcare experience is beneficial but not required. This assignment has extremely minimal to no interaction with Clinic patients.

Supply Sorting (Healthcare Experience Not Required)

Help sort and inventory dental, medical, vision, and administrative supplies. Strong organizational skills are helpful. This is an active assignment that involves a lot of time on your feet. Light lifting is required.

Volunteer Check-In (Non-Patient Facing Assignment)

Help check-in volunteers, point volunteers in the right direction, and answer questions. Volunteers may be stationed behind a table but should not expect to remain seated at all times. Intermediate computer skills, an ability to work pleasantly yet quickly and efficiently amongst a lot of people, good hearing, a sense of direction, and people skills are all helpful.

Volunteer T-Shirt Distribution

Assist with distributing volunteer t-shirts, maintaining and organizing inventory, and providing basic directions as needed. Volunteers work behind a counter and may sit if desired. The pace can vary - busy periods of distribution may be followed by much slower times - so comfort with some degree of solitude is helpful.

(M) MEDICAL ASSIGNMENTS

Acupuncture

Perform acupuncture services.

Dermatology

Perform skin exams, cryotherapy, and other minor procedures. Consult with other providers about discoveries during patient treatment.

Dermatology Support

Support dermatologists providing exams and procedures as well as assist in maintaining operational efficiency.

EKG/ECG

Work in a roving capacity to perform EKG/ECGs in any space where a provider requests it.

Foot Care – Certified Specialist

Provide examination, cleaning, nail trimming, and address blisters, corns, and calluses. High population of diabetic patients.

Foot Care – Non-Certified

Prior foot care experience required. Provide examination, cleaning, nail trimming, and address blisters, corns, and calluses. Dependent upon level of experience and extent of patient needs, may be asked to support Podiatrists and Certified Foot Care Specialists. This assignment does not provide the training necessary to become a CFCS.

Foot Care – Sterilization (Medical Experience Not Required)

Help clean, sterilize, and sort foot care instruments. Knowledge of foot care can be helpful but is not required. Onsite training will be provided. People in this assignment **must have Bloodborne Pathogen (BBP) training** either through an official course or as part of their professional education in a healthcare field. Training is available online at [redcross.org](https://www.redcross.org). We also strongly recommend that volunteers be vaccinated for Hepatitis B.

Health Screening – Overnight Patient Line

Patients often arrive early at Fisher Pavilion to ensure they get a ticket. Prior to entering, patients and their guests will be asked a series of health screening questions to ensure they are not currently experiencing flu or COVID-like symptoms. Fisher Pavilion is heated, well lit and guarded by security. Additional responsibilities may require taking temperatures and/or consulting with the onsite Infection Prevention Director.

Immunizations

Vaccinate patients against COVID-19, Flu, Hepatitis A/B, MMR, and more. Must have administered immunizations or intra-muscular injections in the last two years.

Medical Lab – Phlebotomy

Perform blood draws on patients for laboratory testing.

Medical Lab – Tech

Perform point-of-care tests and prepare patient specimens for processing in the offsite lab.

Medical Triage

Medical Triage is a brief dialogue between a clinical volunteer and a patient to help identify what medical services the patient may benefit from on that day. Necessary skills include active listening, ability to redirect dialogue for efficiency, ability to target conversation for purpose of clinic visit, clinical judgment to help guide patient through clinic services. Triage volunteers act as advisors, they do not make medical or nursing diagnoses, create plans of care, or decide for a patient what services they should seek that day.

Mental/Behavioral Health

Provide evidence-based assessment, counseling, and referrals to services. Requires license as a Psychiatrist, Psychologist, LMHC, LMHCA, LMFT, LMFTA, LICSW, or LSWAIC. Associates will need their current clinical supervisor to participate onsite or remotely.

Mental/Behavioral Health – Graduate Student

Provide support to the Mental/Behavioral Health area by performing pulse checks, offering a listening ear and relaxation techniques to patients in line for services who are experiencing anxiety, assisting with intake forms and psychoeducational materials, engaging children while parents are receiving counseling, as well as liaising with Social Work. Supervision is provided by onsite leadership.

Nurse – As Assigned

The Clinic relies on a pool of nursing volunteers willing to be assigned according to where there is the most need for support (clinical or non-clinical) at a given moment. Volunteers may work anywhere from patient intake, health screening, or medical triage to dental sterilization or patient escorting. Organizers may place volunteers in these high-need assignments in advance of the Clinic (in which case they'll receive an email showing the change to their schedule) or dynamically while onsite. It is preferred that volunteers select a specific assignment that matches their preferences and skills, however, the Nurse – As Assigned role is useful as the Clinic nears and a volunteer's preferred role(s) may already be filled.

Nutrition

Provide nutrition counseling services.

Nutrition – Graduate Student

Provide nutrition counseling services. Although not required, having a licensed faculty supervisor participate in the Nutrition assignment on the same day/shift is desirable.

Occupational (Hand, Wrist, Elbow) Therapy

Provide manual and exercise therapy for hand, wrist, and/or elbow issues.

Patient Intake

Patient Intake immediately follows patient registration for all patients. Record patients' vitals, take a general health history, and conduct select screenings to determine if the patient can proceed for care in the Clinic.

Pharmacist

Dispense medications, review written prescriptions to confirm they are complete, as well as educate patients about their existing medications and prescription medication programs.

Pharmacy Intern

Work alongside Pharmacists to dispense medications, review written prescriptions to confirm they are complete, as well as educate patients about their existing medications and prescription medication programs.

Pharmacy Technician

Work alongside Pharmacists to prepare and manage medications, as well as review written prescriptions to confirm they are complete.

Physical Therapy

Provide manual and exercise therapy services.

Physical Therapy Student

Support licensed therapists providing physical therapy services. Supervision is provided by onsite leadership.

Podiatry

Provide podiatry services.

Primary Care

Provide health services that cover a range of prevention, wellness, and treatment for common illnesses, both acute and chronic. Order onsite diagnostic tests, as needed. Write prescriptions to be filled offsite (no opioids or new behavioral health medications). Serve patients of all ages, but primarily adults.

Primary Care (Flex Provider)

Participate onsite in a rotational capacity to cover exam rooms while providers are on break, in the event of provider no-shows, when consultation is needed by another provider, to review radiologist reports and share results with patients, or write prescriptions to be filled offsite (no opioids or new behavioral health medications) to help keep the area functioning at maximum capacity. Physician Assistants will need their current supervising physician to participate onsite or remotely.

Primary Care Support

Clinic policy requires that two healthcare professionals be present during exams for the safety of the patient and volunteers. This assignment supports the primary healthcare provider.

Radiology (Plain Film & Ultrasound)

Radiologists review x-ray and ultrasound images.

Sonography (Non-Vascular)

Perform abdominal, gynecological, and small parts sonograms as ordered by onsite providers. Vascular sonograms are not performed.

Women's + Transgender/Nonbinary Health

Provide health and gynecological services that cover a range of prevention, wellness, and treatment for common illnesses, both acute and chronic. Order onsite diagnostic tests, as needed. Write prescriptions to be filled offsite (no opioids or new behavioral health medications).

Women's + Transgender/Nonbinary Health (Flex Provider)

Participate onsite in a rotational capacity to cover exam rooms while providers are on break, in the event of provider no-shows, when consultation is needed by another provider, to review radiologist reports and share results with patients, or write prescriptions to be filled offsite (no opioids or new behavioral health medications) to help keep the area functioning at maximum capacity. Physician Assistants will need their current supervising physician to participate onsite or remotely.

Women's + Transgender/Nonbinary Health Support

Clinic policy requires that two healthcare professionals be present during exams for the safety of the patient and volunteers. This assignment supports the primary healthcare provider.

X-Ray

Technologists take x-rays of patients as ordered by onsite providers.

(R) HEALTHCARE RESOURCE ASSIGNMENTS**Health Insurance Navigator (Certified)**

Work as part of a pool of navigators stationed throughout the Clinic to provide unbiased health insurance information and enrollment support. Requires training and certification as a Health Insurance Navigator by a Washington State Navigator Lead Organization such as Public Health – Seattle & King County.

Social Work

Help patients connect with community resources to enable their well-being. Requires license as a LICSW, LSWAIC, LASW, LSWAA, LMHC, LMHCA, LMFT or LMFTA. Associates will need their current clinical supervisor to participate onsite or remotely.

Social Work - Graduate Student

Provide social work services. A licensed faculty supervisor must participate onsite or remotely.

(V) VISION ASSIGNMENTS**Ophthalmic Assistant/Technician (Certified)**

Serve in a variety of capacities as determined by Clinic leadership. This may include collecting patient histories, acuity, tonometry, refraction, checking angles, and acquiring OCT images.

Ophthalmic/Optometric Assistant/Technician (Non-Certified)

Serve in a variety of capacities as determined by Clinic leadership. This may include collecting patient histories, acuity, auto-refraction or lensometry.

Ophthalmologist

Complete anterior and posterior segment slit lamp examination including gonioscopy and indirect ophthalmoscopy, OCT interpretation. Relay assessment and plan.

Optician

Style frames and acquire appropriate frame measurements for spectacle processing. Perform lensometry as needed.

Optometrist

Perform refraction, EOM measurements, pupillary assessment, tonometry, and slit lamp examinations.

Student – Medical, Opticianry, or Optometry

Serve in a support capacity as assigned by Clinic leadership. This may include pre-testing, assisting doctors and opticians, eyeglasses ordering, or general support (non-clinical) roles in the vision area. Supervision is provided by onsite leadership.

RESIDENTS

Seattle/King County Clinic welcomes the participation of clinical residents, but their participation must be approved by their residency program, and an attending clinician must be identified for assignments that involve patient treatment/diagnosis. In many cases, clinicians who can serve as attendings are already participating in the Clinic. Residents should also review and follow the requirements for liability insurance. Contact 206-615-1835 or SKCClinic@seattlecenter.org to discuss arrangements.

STUDENTS

Seattle/King County Clinic is not an accredited educational program. We welcome students, however:

- The criteria for participation in a clinical or technical capacity varies by discipline.
- Students must be **currently enrolled in a clinical or technical program**.
- Clinically focused student assignments are limited.
- Students may be restricted in their involvement in direct patient care.

DETERMINING PROFESSION/CLASSIFICATION

Students and faculty must each create their own volunteer account due to the required information.

- Review the chart below to see who is eligible to sign up in a student Profession/Classification.
- The fact that a student Profession/Classification exists does not mean that clinical roles are available for that student designation.
- Students who are licensed/credentialed in another field (e.g. RN student who has Medical Assistant certification, or ARNP student who has a RN license) will have more clinical opportunities by registering under the Profession/Classification associated with that credential rather than as a student. **In these circumstances, students cannot extend beyond the scope and limits of their current credential/license or the selected assignment.**
- Students who do not meet the criteria below and are not credentialed in another field should register in the Profession/Classification called **General Support** so they can still experience the Clinic and contribute to helping people in need.

Program	Year in Program	Supervisor Required
Dental	1 st – 4 th Year	Dependent on assignment
Dental Assisting	1 st – 2 nd Year	Dependent on assignment
Dental Hygiene	1 st – 4 th Year	Dependent on assignment
Dietician/Nutrition	Intern/Graduate Level	No
Medical	1 st – 4 th Year	No
Nursing (Pre-Licensure RN or LPN/LVN)	1 st – 4 th Year	No
Opticianry	1 st – 3 rd Year	No
Optometry	1 st – 4 th Year	No
Pharmacy	Intern	No
Physical Therapy	2 nd – 3 rd Year	No
Physician Assistant	1 st – 3 rd Year	No
Psych/Mental Health	Graduate Level	No
Social Work	Master's 2 nd Year	Yes

SELECTING ASSIGNMENT(S)

Once your Profession/Classification is determined, you can select from the assignments that are shown in the drop-down menu next to each event date. Some clinical assignments that require school coordination are not reflected in these menus. Additional instructions will be provided through school officials.

- Students (and faculty) must participate in existing Clinic shifts like all other volunteers; **customized schedules cannot be accommodated.**
- Review the assignment descriptions to confirm you have the required skills for any assignment selected.
- Regardless of the assignments available/selected, this dynamic environment presents a great learning opportunity.

SCHOOL COORDINATION

School coordination is important when faculty supervision is required.

- A school representative should contact Clinic organizers well in advance to discuss arrangements at 206-615-1835 or SKCClinic@seattlecenter.org
- Faculty supervision does not need to be 1:1.
- **Faculty must register at least 4 weeks before the Clinic.** If not, or if they fail to show up for their supervisory assignment, students will be removed from their clinical assignments.