



## **MEDLIFE MED Anywhere Volunteer Agreement**

This agreement applies to all volunteers associated with and/or involved in the activities or affairs of MEDLIFE.

### ***Confidential Information***

As a MEDLIFE virtual volunteer, you may have access to confidential information relating to MEDLIFE that is not generally known and could not easily be discovered by a person or entity outside of MEDLIFE (“Confidential Information”). Confidential information includes, but is not limited to, information relating to MEDLIFE staff, clients, operations, finances, and activities. Confidential Information includes all forms and formats in which the information is maintained and stored, including, but not limited to hardcopy, photocopy, microform, automated and/or electronic form.

The volunteer agrees that inventions, curriculum, reports, modifications, designs, ideas, technology, and any and all other information regarding MEDLIFE operations that result from volunteer’s work for MEDLIFE are the sole and exclusive property of MEDLIFE and volunteer assigns all right, title and interest in such property to MEDLIFE.

The volunteer agrees that all donations received using MEDLIFE promotional materials (including but not limited to MEDLIFE’s name, logo, website, flyers, and brochures), intended for MEDLIFE or advertised as being donated to MEDLIFE must be donated to MEDLIFE within five (5) days of donation. Using funds that have been donated to MEDLIFE for other purposes may be subject to injunctive action and criminal and/or civil penalties.

MEDLIFE may terminate the volunteer’s relationship with MEDLIFE for unauthorized disclosure of Confidential Information unless the Confidential Information has become publicly available before the volunteer’s disclosure or is required to be disclosed by law. The volunteer recognizes that unauthorized disclosure of Confidential Information could subject the volunteer to injunctive action and criminal and/or civil penalties.



MEDLIFE may change this agreement at any time as it deems necessary.

## **Virtual Webinar Etiquette and Conduct**

While we are confident the Virtual SLT will be a rewarding experience for all, participation and active engagement in the program by students will be critical to the success of each of our virtual programs. We have a few guidelines for all who participate.

### **Being On Time**

While participants may be at home during a Virtual SLT, our program involves community members, professionals, and MEDLIFE Staff who have given their time to the program. To ensure the program runs smoothly, we ask that everyone respects the starting time each day and that you are logging in a few minutes early.

### **Use of Camera, Microphone, and Chat**

We encourage everyone who participates to keep their cameras on during the entirety of the program, this makes for a more interactive and engaging experience for all. It also allows community members and professionals to interact with you in a more engaging way. While you are not speaking, it is best that you mute your microphone to avoid distraction. If you have a question or would like to speak, we prefer that you unmute yourself rather than using chat.

### **Interaction and Participation**

The Virtual SLT program has been developed to allow for maximum interaction between participants, facilitators, community members and professionals. We highly encourage you to ask questions and communicate with each other, and the people we will meet in destination.

### **Sharing Webinar Links or Sharing a Computer**

Enrollment and the \$249 donation goal is per participant. The webinar links cannot be shared with others who have not registered or donated. Additionally, if a friend, classmate or family member wishes to join along in the program and share on one computer, they must also have enrolled and donated. If we do not recognize a participant in our group or on your screen and find out they have not donated, our moderators will remove them from the session.