



FISH (FRIENDS IN SERVICE HELPING) DRIVER AND RIDER PROCEDURES

THANK YOU to the generosity of our volunteers!

Without them, we would not be able to provide our Senior community with these services!

The Center provides rides for medical appointments. **FISH rides are available during regular business hours Monday through Thursday (roughly 9:00am to 5:00pm), and Friday mornings. FISH rides are not available on weekends.**

FISH is available to adults who:

- ✓ Complete our registration form.
- ✓ Are unable to drive either temporarily or permanently, due to a disability.
- ✓ Live alone, have no other means of transportation or have no friends or family to transport them.
- ✓ Live within the towns of Kennebunk, Kennebunkport or Arundel.

There is no charge for this program, and volunteer drivers are not reimbursed (*Donations to FISH are always appreciated*). Our drivers are highly appreciated volunteers who understand the need for community transportation. All rides are coordinated through FISH. We will make every effort to fill all ride requests. Once a ride has been filled, the rider will be notified by the driver and/or FISH coordinator to confirm the date, pick up time and driving directions.

GENERAL INFORMATION:

- ✓ We are unable to transport wheelchairs. Please call 211 for information on wheelchair availability.
- ✓ Drivers are not responsible for staying with and/or assisting riders at appointments or destinations.
- ✓ We offer round trip rides, as well as one-way rides. A different return trip driver may be assigned, in advance only, if an appointment will be longer than an hour and the original driver cannot do the return trip.
- ✓ Pets may be taken in driver's cars, but they must be service dogs. These need to be approved by FISH and the driver.
- ✓ If no ride can be found, the FISH coordinator will notify the rider the day before the desired ride so they will have time to make other arrangements.
- ✓ Both riders and drivers will receive and read a copy of this Driver/Rider Procedure Sheet.

ALL RIDERS must be registered with the FISH program prior to scheduling a ride.

RIDER INFORMATION:

- ✓ List any special needs (e.g. mobility, deafness, sight, etc.) on the Rider Registration form.
- ✓ Be mobile and be able to stand and get in and out of cars with minimal assistance.
- ✓ Call the FISH Program (207-502-2895) to request a ride; **please do not call drivers directly.**
- ✓ Give **at least four (4) business days notice** to FISH for all ride requests.
- ✓ Give 24 hours notice when canceling or changing a ride.
- ✓ Give us a realistic estimate for the length of appointment time.
- ✓ Respect the driver's time; please don't request unexpected additional rides or errands during your rides.
- ✓ Respect the driver's car; refrain from smoking.
- ✓ Be aware that drivers have a right to refuse a rider at time of pickup.



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DRIVER INFORMATION:

- ✓ Complete and sign application and confidentiality forms.
- ✓ Provide a copy of driver's license and insurance card.
- ✓ Have a copy of insurance policy that has \$300,000 per person liability
- ✓ Have driven for at least three (3) years.
- ✓ Be cleared by a background and motor vehicle checks, paid for by FISH.
- ✓ Refrain from smoking when riders are in your car.
- ✓ Be safe and considerate to your riders.
- ✓ Drive appropriately, observing all Maine DMV laws: seat belts, speed limits, etc.
- ✓ Have a well-maintained vehicle with up to date registration and inspection.
- ✓ Cancel a ride if road conditions are deemed unsafe; in which case **drivers will call riders directly.**
- ✓ Be aware that drivers have a right to refuse riders at time of pickup.

Thank you for your interest in volunteering for The Center.

We are always looking for caring people to join our excellent volunteer drivers.

The Center. Seniors. Connections. Community.

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