



Transportation Team

GOAL

Support individuals who are unable to drive through providing rides to doctor appointments and occasional trips to the store.

PREREQUISITES

- Regularly attend RMCC and consider it your church home.
- Have completed the Volunteer Driver form along with a copy of an active driver's license and insurance card. Drivers may not be older than 80 years old.
- Have a vehicle in good working order, auto insurance and a clean driving record.
- Drivers commit to respond to emails and calls within 24 hours.
- Drivers commit to communicate if a change to their driving record or insurance impacts their ability to drive for the church.

PROCEDURES

1. Requests are made for rides through the office, church digital form (found on the RMCC website or emailed), or directly to a Care Team volunteer. The form communicates it can take up to 48 hours to receive a response.
2. The Team Leader receives an email of the need, evaluates, and distributes the need to the team including location of pickup/drop off, timing and date(s). Communication for rides should be within 48 hours (sooner if possible).
3. Team members respond with their ability to supply the ride within 24 hours.
4. The Team Leader will confirm the driver and/or schedule with volunteer(s) and rider.
5. Team Leader updates the tracking spreadsheet.
6. Driver confirms pickup with rider.

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7. Drivers communicate with the Team Leader if there are issues or an incident with the rider.
8. Drivers are not allowed to physically pick up or move riders into a vehicle. Drivers should not be lifting anything bigger or heavier than a walker into a car.
9. If a driver feels threatened in any form he/she should terminate the ride, returning the individual to their starting location.
10. If drivers have passengers of the opposite gender, a third person should join the ride.