

**Flying Samaritans - Proposed Policy**  
**Frequency of Release of Liability Acknowledgement**  
**Author – Jim McKay**  
**May 2, 2014**

**Issue** – Currently there is no clear policy on the frequency and timing that a Flying Samaritans member participating in a SAMS Clinic or Event must sign and acknowledge the Volunteer and/or Pilot Release of Liability form. This causes a high level of liability risk for SAMS Executive and Chapter Board members as well as pilots and vehicle drivers. Additionally, some SAMS Chapters use the SAMS Int'l website which has a built in ROL acknowledgement functionality and other Chapters do not use the website to register for clinic events. This is an attempt to clarify this policy. [Note: it is my intent to require all chapters to eventually use the SAMS website to register for clinics, track membership, etc]

**Proposed policy - Chapters using IBOD Website to register and track clinic events.**

Chapter President shall insure that each Chapter Member sign, initialed, dated and witnessed the most current Flying Samaritans Volunteer Release of Liability form.

Pilots must sign an additional Pilot Release of Liability form.

Note: Original Volunteer/Pilot ROL[s] need only be signed once [unless changed], further “acknowledgment” occurs when each volunteer registers for a specific clinic.

The original Volunteer/Pilot ROL form must be held by a designated Chapter Officer [President, Secretary, Lead Coordinator, etc] in a secure and known location.

The original Volunteer/Pilot ROL form must be scanned by each member or designated Chapter Officer and downloaded to each members uploaded documents section. Additionally the ROL[s] must be approved by a designated Chapter Officer

Upon clinic Registration via SAMS website, each participating member must acknowledge the appropriate ROL form.

Prior to departure [aircraft of vehicle] the Lead Clinic Coordinator or designated Chapter Officer shall “Certify” that:

- All clinic volunteer original ROL[s] has been reviewed and held in secure location. This must be the most current version of the ROL[s] forms.
- Digital copy of original ROL[s] has been uploaded to member profile and approved

**Proposed policy - Chapters NOT using IBOD Website to register and track clinic events.**

Chapter President shall insure that each Chapter Member sign, initialed, dated and witnessed the most current Flying Samaritans Volunteer Release of Liability form.

Pilots must sign an additional Pilot Release of Liability form.

A Volunteer/Pilot ROL[s] need to be signed, initialed, dated and witnessed prior to participating in each Chapters Clinic event.

The original Volunteer/Pilot ROL form must be held by a designated Chapter Officer [President, Secretary, Lead Coordinator, etc] in a secure and known location.

Prior to departure [aircraft of vehicle] the Lead Clinic Coordinator or designated Chapter Officer shall "Certify" that:

- All clinic volunteer original ROL[s] has been reviewed and held in secure location. This must be the most current version of the ROL[s] forms.