


Name of Policy:	Election Day Voting	 Effective Date: 3/19/2009 Initial Effective Date: 3/19/2009
Policy Number:	3364-103-PC-13	
Department:	Patient & Family Relations Patient Support Services – Pastoral Care	
Approving Officer:	Manager, Patient Support Services	
Responsible Agent:	Manager, Patient Support Services	
Scope:	UTMC Pastoral Care	
<input checked="" type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy		<input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement


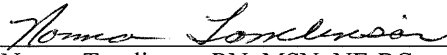
Registered voters of Lucas County admitted to the University of Toledo Medical Center will be provided an opportunity to vote on the day of the election. The Patient and Family Support and Pastoral Care Office will facilitate the voting process.

(B) Purpose of Policy

To assure that all registered Lucas County voters are offered the opportunity to vote on Election Day.

(C) Procedure

1. Obtain all necessary paperwork from Lucas County Board of Elections.
2. Obtain report from IT for all patients eligible to vote including new admissions.
3. Schedule appropriate Pastoral Care staff to visit all eligible voters, if the patient wishes to vote they will be given an application for an absentee voter's ballot to complete.
4. Process all applications and fax to Lucas County Board of Elections by 3:00pm on Election Day.
5. On or about 7:00-7:30pm a representative from the Lucas County Board of Elections will visit each patient that received an application to obtain their ballot. The representative will then return to the Board of Elections prior to the closing of the polls.

Approved by:  Connie Nofziger Manager, Patient Support Services	Review/Revision Date: 3-19-09 Date
 Norma Tomlinson, RN, MSN, NE-BC Associate Vice President, Associate Executive Director	3/24/09
Review/Revision Completed By: Connie Nofziger	Next Review Date: 3/1/2012
Policies Superseded by This Policy: None	

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.