



# Family Advisory Council

## Parent Placement Request Form

Thank you for your interest in the Parent Placement Program of the Family Advisory Council. Please fill out the following information about your placement opportunity for a parent or family member. If you have any questions, please phone Michelle Morea, Membership and Placement Coordinator, at 212-305-0709 or email: [familyadvisorycouncil@nyp.org](mailto:familyadvisorycouncil@nyp.org).

1. Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone/Pager: \_\_\_\_\_  
Inter-office address: \_\_\_\_\_  
Email: \_\_\_\_\_

2. Type of placement (please check appropriate box):

- |  |  |
|--|--|
| <input type="checkbox"/> Committee               | <input type="checkbox"/> A meeting or event at MSCHONY |
| <input type="checkbox"/> Focus Group(s)          | <input type="checkbox"/> A meeting or event off-site   |
| <input type="checkbox"/> Online Survey/Questions | Location: _____  |
| <input type="checkbox"/> Other: _____            |  |

3. Please state its name/title/date:

\_\_\_\_\_

4. Please list any other "org chart" info (division, unit, service, etc.):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Please describe the kind of work involved for the parent volunteer:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. How many parents or family members are needed?

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7. Please describe the time commitment involved for the parent(s).

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8. Please list any requirements that you have for the parents or family members.  
(For example: experience in a specific unit; certain diagnosis; cultural criteria, etc. )

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9. Will parking vouchers be available? Refreshments? (If an off-site, will transportation be provided?)

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10. How did you hear about the program?

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*Please note: Parents who sit on long-term placements (1 year or more) receive an honorarium from the Family Advisory Council to cover childcare and travel expenses. Although providing compensatory funding is not a requirement, please contact our coordinator if your office has funding available.*

**Please send the completed form to Michelle Morea, Membership and Placement Coordinator:**

Family Advisory Council, c/o Michelle Morea, PO Box 338, Massapequa Park, NY 11762

Email: [familyadvisorycouncil@nyp.org](mailto:familyadvisorycouncil@nyp.org) Phone: 212-305-0709