

MOBILE SCREENING UNIT CHECK LIST

Register Online to Host a Screening

**CHECK THE ROTATION SCHEDULE TO SEE WHEN THE UNIT
WILL BE IN YOUR DISTRICT.**

REGISTRATION NOW OPEN!

All online host screening request forms will need to be submitted to LIF NO LATER THAN 6 WEEKS PRIOR TO YOUR SCREENING EVENT. We will not hold a date without an online screening form. If we can not accommodate your request we will try and work with you to secure a different date.

Register your event online:

- Be sure to include details about your event: school, senior, community, partnering health, etc.
- Both the Lion in charge and the secondary club contact need to supply both work and home phone numbers as well as an email so that they can be reached.
- When your screening date is approved, both the Lion in charge of the screening, the secondary club contact as well as the club secretary and president, will be notified via confirmation email, followed up by the informational packet which will be mailed to the Lion who is listed as "Lion in Charge of the Screening" and subsequent reminder emails.

Preparing to host the unit:

- Visit: LionsOfIllinoisFoundation.org and read the "Health Fair Guide" to learn how joining a Health Fair OR creating your own health fair can maximize the number of people you serve through this FREE health screening program.
- Check the Mobile Unit Calendar that is located **under the Lions Club tab** on our website for availability for your event.
- The location should be easily accessible, keeping in mind the unit size and electrical requirements. The unit is 11' x 32' (17' x 32' with chair lift) and requires a 220volt/50amp outlet.
- 3-4 volunteers are needed to host a successful event.
 - A table with 3 chairs is needed for registration
 - At least 1 Volunteer needs to be a Lion and designated as such by wearing Lions gear
 - 2 volunteers at the registration table and 1 to assist with hearing screenings inside the Unit
 - Volunteers should arrive one hour before the start of the event for training
- Once your club event has been approved, **PUBLICIZE IT!** The best way to have a successful screening is to get the word out to the public.

Note: Please make sure you are allowing your technician(s) to take a lunch break, if needed and bathroom breaks.

Contact Lion Trish for any questions or concerns: tfisher@lifnd.org

The Mobile Screening Unit is on the road from March 1st - October 31st

