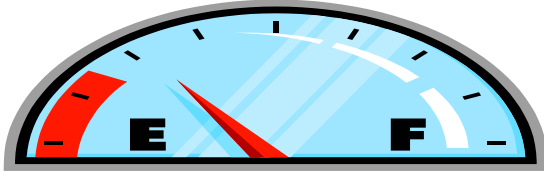




NORTHERN PASSENGER TRANSPORT NETWORK VOLUNTEER NEWSLETTER

PO Box 169 Melrose. SA 5483
Ph. 8666 2255
nptn@mtr.sa.gov.au

March 2020



Refueling

Just a reminder to all Volunteers that filling up the vehicle is a must, after each trip, no matter how big or small.

You never know when the next unexpected trip may occur and the vehicle will be needed. For those long early trips it is especially troublesome for both the driver and client having to wait out the front of a service station waiting for it to open, knowing that you don't have enough fuel to reach the next town, making the client late for an appointment causing stress to the client and driver

Taking responsibility for the car helps everyone stay on schedule!



Volunteer Driver Accreditation Update

NPTN have been advised by the Department of Human Services and the Department of Transport that the Volunteer Driver Accreditation Certificate will last for 5 years.

There will be no 3 yearly review of police screenings or medical checks.



Parking

A little reminder that when visiting the Melrose Office, not to park in the disabled section out the front of the Melrose Post Office or the 10 Minute Parking spaces in front of the District Council of Mount Remarkable.


There is plenty of other parking spaces available either behind the office or in the main street.



Client Receipts

The receipt books must be completed for all monies received. For the client to be able to receive a PATS reimbursements these receipts must be filled out correctly stating the clients payment is for transport to a medical appointment.

If the client doesn't want a receipt, leave it filled out in the book.

| | |
|---|---------------------------------|
| District Council of Mount Remarkable | |
| PO Box 94, Melrose, South Australia 5483 P: 8666 2255 • F: 08 8666 2169 | |
|  | Tax Invoice/Receipt 1701 |
| DATE: | |
| RECEIVED FROM: | |
| AMOUNT OF \$ | |
| FOR <u>NORTHERN PASSENGER TRANSPORT NETWORK FEE FOR SERVICE:</u> | |
| | |
| PAYMENT RECEIVED IN: Cash <input type="checkbox"/> Cheque <input type="checkbox"/> | |
| DRIVER SIGNATURE: | |
| PASSENGER SIGNATURE: | |
| <small>NO GST APPLIES FOR ANY 'FEE FOR SERVICE' PURCHASE</small> | |

Client Review

Northern Passenger Transport is currently reviewing all current clients as part of our yearly review process. There is over 1,200 clients to be contacted and reassessed. It's part of our contractual requirements and a perfect opportunity to review our client base. If you receive questions from a client regarding their review ask them to ring the Office on 8666 2255.

Office Phone — Leave a Message

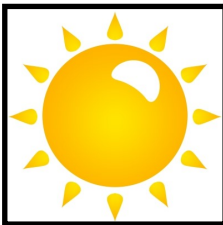


Volunteers, when dialling into the office and there is no response, because we are on another call, don't just hang up. Please leave a message and we will return your call as soon as possible.

If you continue to keep dialling until someone answers, then you also are blocking up the phone.

Our office hours are 9am-5pm but you can leave a message any time.

Supporting Bodies



SUN SEEKERS

If you are a Volunteer who is seeking the sun during winter and will be unavailable to drive, please let the office know so we don't fill up your answering machine with request messages while your on holidays.

HOW TO CHECK THE TYRE PRESSURE

Check the car guide or the metal panel on the inside of the driver's door to find the pressure number for your tyres.

Set the correct tyre pressure on the pressure gauge by clicking the up or down arrow.

Unscrew the tyre's cap and attach the nozzle from the pressure gauge over the valve.

You'll hear a few beeps once the air has reached the correct pressure.

Screw the cap back on and then repeat for the remaining tyres.



Drivers Licence

Anyone renewing their drivers licence, could you please send in a copy to the office, so we can add this to your file.

Port Wakefield Road

There is continual work happening on the Port Wakefield Road with another section of 26 Km,s due for an upgrade starting 10th March 2020.

If you are using this road take into consideration that there could be time delays and factor extra time for the trips.

There are also upgrades scheduled for the main street of Port Wakefield later in the year.



Get Well Soon

There are a few volunteers recuperating from a bout of sickness.

If there has been a serious illness or injury a medical certificate will be required before you can continue to drive.



We wish everyone a speedy recovery

FIGURES FOR JANUARY CAR TRIPS

Trips 240 including carers
Total Kilometres: 17,748
Total Volunteer Hours: 381.5

FIGURES FOR JANUARY BUS BOOKINGS

Medical bus 74 including Carers
Social bus 219

VOLUNTEER MEETING DATES & TIMES

March 20th

Orroroo 9.00am Hospital Meeting Room
Peterborough 10.30am Hospital Meeting Room
Jamestown 1.00pm Council Chambers
Gladstone 2.30pm Anglican Church Hall

March 23rd

Quorn 10.30am Council Chambers
Melrose 1.00pm Council Chambers