



THE JANKI FOUNDATION
FOR GLOBAL HEALTH CARE

Guidance Notes 2

October 2010

Guidelines for Volunteers in the UK and Abroad for the Use and Promotion of the *Values in Healthcare: a spiritual approach (VIHASA)* programme

Introduction

The Janki Foundation's *Values in Healthcare* programme has been available since its launch in September 2004. It is a powerful experiential programme which aims to help healthcare professionals and teams to look after their own well-being and support their patients. The programme offers opportunities for reflection and self-enquiry helping participants to identify their own values and discover how their insights can enhance their personal lives and revitalize their work, thus providing enhanced patient care.

Whilst promoting and using the VIHASA programme for over 6 years, the JF team has been receiving various questions from the UK and all over the world. JF also wishes to maintain the integrity of the materials and the quality of the implementation whilst people use them in different ways and in different settings. In order to empower this as well as help address questions raised, JF is issuing various guidelines.

These guidelines are for Volunteers in the UK and abroad who use and promote the VIHASA programme and are effective upon receipt.

- 1 The VIHASA materials when used for running retreats, seminars, workshops, etc., either as an organization or as individuals acting on behalf of the organisation should be done so on a non-profit basis.
- 2 The aims of JF and the organisation/s (if relevant) promoting the programme must be clearly explained so as to avoid any confusion between the work of the organisations. Explain the relationship between the organizations if relevant to clarify the position.
- 3 The source, i.e. JF, of the VIHASA materials must be acknowledged when they are used or referred to in any form, for example when a module is run or parts of a module or exercises are used from the programme to integrate with other material.



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- 4 Individual volunteers or representatives of organisations running the VIHASA programme or using it in anyway should not assume to be JF representatives.
- 5 The JF logo can be used on any appropriate publicity material with the permission from JF. Please contact us at values@jankifoundation.org if you want to do this.
- 6 The VIHASA programme should be run in a professional manner.
- 7 The VIHASA materials are the copyright of JF and should not be copied in anyway for distribution (hard or soft copy) except where the user or representative has purchased a pack and using them for running sessions on behalf of an organisation as set-out above.
- 8 Individual volunteers running the programme on a regular basis are expected to purchase the VIHASA training manual. See *publisher and copy right page, 'Amendment dated 2007' from the VIHASA pack under Guidance Notes 1.*
- 9 Where external venues are used, any expenses for overheads maybe recovered by making a small charge to the participants (so the event would be non- profit making, but would cover the essential costs) and refreshment/catering issues to be addressed as appropriate.

If you want further guidance please contact us at values@jankifoundation.org