

Loaner Pocketalker Policy

Title: Loaner Pocketalker Policy

Date first created: 1998

Revised: Nov 28, 2014

Approved By: Accessibility Committee

1.0 Policy Statement:

Loaner Pocket Talkers are kept in Audiology and are available for a short-term duration as specified in the procedure below.

2.0 Background:

Loaner PTs may be requested for the following reasons:

- To use as a relief while a client's hearing device is being repaired.
- To be used by clients who have no amplification and who may need or want amplification for a specific duration/event.
- To be tried by clients or families contemplating ordering the device.

3.0 Procedure:

- The Pocketalker (PT) will be provided to the requesting agent by a member of the Audiology staff
- The staff member will enter the information into the Loaner book which is kept in the Audiology ALD room.
- The information will include the client's name, contact information, PT #, and date signed out.
- The PT will be on loan for no more than 2 weeks
- Clients or their family will sign responsibility for the PT and leave a credit card number as a security deposit.
- Staff borrowing PTs are required to provide their cost center and GL numbers.
- If the PT is lost or broken, the credit card or cost center on file is used to purchase a replacement PT.
- Returned PTs will be signed in by a member of the Audiology staff

4.0 Cross Reference Policies/Documents

Accessibility Policy

Loaner FM Policy

Sign Language Interpreter Services for Audiology Clients