



Joe DiMaggio Children's Hospital

Special Event Guidelines

Thank you for your interest in leading a special event for our patients and families at Joe DiMaggio Children's Hospital. We value your generous intent to partner with us and promote the "power of play" to create a healing environment.

Visitor Guidelines

- Groups must be **affiliated** with an organization.
- Group size is limited to a total of **5 visitors**.
- All guests must be **at least 13 years of age**.
 - 13-18 year olds must be chaperoned by an adult sponsor.
- All visitors must bring **photo ID**.
- You will encounter children and teens of varying ages and diagnoses during the event. To maintain HIPPA and patient privacy, **visitors may not ask hospital/diagnosis related questions of our patients and families**.
- All attendees are required to be in **good health**; free of fever, colds, flu, or any other infectious diseases or symptoms.
- From **November 1 - March 31** (and continuing throughout the hospital deemed flu season), all visitors must bring in documented **proof of the flu vaccine**. Without documentation, visitors will not be permitted to enter. The vaccine must be administered at least 2 weeks prior to your scheduled visit.
- Attire must be appropriate for engaging with children. The following **dress code is required**: closed toed shoes and business casual clothing. The following is **not permitted**: inappropriate slogans, miniskirts, shorts, capris, jeans, leggings, tank tops, low cut tops, or sandals.

Event Guidelines

- Successful events are:
 - Interactive, unique and entertaining
 - Appropriate for the hospital environment
 - Appropriate for various ages
- Activities are scheduled for **1 hour**.
- **Please be on time**. If you are running more than 15 minutes late, we reserve the right to cancel the event.
- Groups are required to **bring all the supplies** necessary for the activity they will facilitate.
- You can expect between **2-20 patients** to attend most events.
- Child life will determine the **best location** within the hospital for each event.
- Events cannot contain religious, violent, threatening, or offensive themes.
- **The following items are not permitted: fire, live flowers, live animals, balloons, latex products, face paint, any potentially dangerous materials, or scary costumes and masks.**
- If your visit involves serving food and drinks, please discuss this with the Groups & Activities Coordinator in advance.
- **No photographs or video** may be taken of patients or families **without prior approval**. Any request to invite **media** must be approved **2 weeks in advance**.

Tips

- Visitors are expected to give their attention to the patients during the event; to be enthusiastic about the activity; and to include ways for the patients to become actively involved.
- Patients already have access to stickers, coloring, board games, and painting in our playrooms. Therefore, what you plan must be something **different** than their daily routine. Consider finding creative ideas from the internet or at craft stores.
- Any distribution of toys, prizes, or gifts must be prearranged and approved prior to your event. Groups must be prepared with a minimum of 30 items. The number of patients in the hospital varies on any given day. **We cannot predict or release the following information**: number of patients, patient ages, names of patients, number of girls vs. boys.

DIRECTIONS & PARKING

Joe DiMaggio Children's Hospital

1005 Joe DiMaggio Drive Hollywood, Florida 33021

Joe DiMaggio Children's Hospital is located at 1005 Joe DiMaggio Drive (North 35th Avenue) and is part of the Memorial Regional Hospital campus. The hospital is on the east side of Joe DiMaggio Drive (North 35th Avenue), west of I-95 and east of the Florida Turnpike.

Directions to Joe DiMaggio Children's Hospital (JDCH)

- From I-95, take the Hollywood Boulevard exit west. Make a right (north) on North 35th Avenue. The hospital is one block past Johnson Street on the right.
- From the Florida Turnpike, take the Hollywood/Pines Boulevard exit east. Make a left (north) on North 35th Avenue. The hospital is one block past Johnson Street on the right.
- From I-75, take the Pines Boulevard exit east. Make a left (north) on North 35th Avenue. The hospital is one block past Johnson Street on the right.

Parking

- During the month of December, we ask that you park in the Memorial visitor garage. You may drop off supplies at the entrance of the children's hospital, but please reserve valet parking for our patients and families.
- Any other time of the year, free valet parking is available at the entrance to Joe DiMaggio Children's Hospital.

Arriving at the Hospital

Every member of your group must check in with security in the main lobby of JDCH. Please have photo ID (*and proof of flu shot, during flu season*) readily available. Let security know that you are here to facilitate a special event for the patients and to please contact CHILD LIFE. Your host will meet you at the security desk. 😊