

Application for a Special Visit at Maynard Children's Hospital



Name of Visiting Group/Contact Person: _____

Email Address: _____

Telephone Number: _____

Special Visiting Hours:

Monday, Wednesday and Friday

- 9:30 – 11 a.m.
- 1:30 – 3 p.m.

Thursday

- 1:30 – 3 p.m.

Other times may be arranged for room to room visits if agreed upon by Children's Hospital and visiting group. There are no special visits scheduled during evening hours, weekends or holidays.

Options for Event:

First Choice Date: _____ Event Start Time: _____

Second Choice Date: _____ Event Start Time: _____

Length of Event (1 hour maximum): _____

Type of Event:

Group/Playroom _____

(All visitors must be over 18 years old)

Room to Room _____

(All visitors must be over 18 years old)

Description of planned activity:

- Because costume characters can be frightening to some children, we request all characters be discussed and approved by the special visitor's coordinator. Please refrain from wearing the following costumes: devils, angels, witches, and full facial clown makeup. All costume characters should be dry-cleaned before your visit and can be verified with a valid receipt.

Number of people visiting: _____

Due to space constraint, **no more than 5 people** are allowed per event.

The contact person has the responsibility to make sure that all visitors meet the following criteria:

- No fever, cold, rash, diarrhea or vomiting in the previous five days
- No exposure to chickenpox, flu or COVID in the last two weeks
- All immunizations up to date, including flu and COVID series
- Special visitors must follow ECU Health's current masking guidelines. All visitors are expected to wear a mask when a patient or family requests.

Would you like pictures of your event to be taken?

Yes _____ No _____

- Photographs of patients are only permitted by a parent/guardian's written consent. If consent has not been received prior to the event, pictures cannot be taken. Children's Hospital staff will take the pictures and email to you following the event. Visitors are not allowed to take pictures or have cell phones out during the visit.

Would you like the pictures taken to be posted on the Children's Hospital Facebook page?

Yes _____ No _____

- All visitors must sign a consent form to have pictures posted on the Children's Hospital Facebook page. Please "like" Maynard Children's Hospital on Facebook to see your visit. Posts will be made at Child Life and ECU Health Marketing Department discretion. No timeline of post is promised.

Gifts of Food?

- Due to Health Department guidelines, all outside food donations must come from an approved store and be individually wrapped. No food donations may be passed out to patients; all food donations will be donated to Goff's Galley/Family Rooms/Ronald McDonald House.

Please allow at least 72 hours for a response from the coordinator. All Special Visitors will receive a confirmation prior to the event. Please take this time to express any concerns and/or questions that you may have. There will be a two (2) week waiting period for application review. All visitors will be met at Reception Reef in the Children's Hospital.

Considerations for a Successful Visit

Please be prepared to interact with all ages of children in the hospital during your visit. The patients in Children's Hospital range in age anywhere from birth to 18 years of age with a variety of diagnoses including cancer, blood disorders, surgeries, respiratory problems and trauma. The average length of a hospital stay on the pediatric unit is 3-5 days.

Because of the rapid turnover rate and acuity level of the patients, we are unable to guarantee the size and age of the audience. A Child Life staff member will be supervising the entire event and can answer any questions that may arise.

We prefer to focus on the positive aspects of the child's stay in the hospital. Therefore, please refrain from asking patients and/or families about the child's diagnosis or reason for hospitalization.

Because the hospital serves a variety of cultures, please respect the diversity of religious beliefs that you may encounter on the unit. The hospital chaplain must approve and conduct all religious materials or visits.

Please do not wrap any gifts being brought into the Children's Hospital. Do not bring glass or small breakable items that could be ingested by small children. Because latex balloons are a choking hazard, only Mylar balloons can be brought in or distributed to pediatric patients. For infection control purposes, all donations must be new and unused.