Activity Kit Guide for Groups and Individuals

Patients and visitors can find themselves waiting for long periods with little to occupy their time. A simple to do, ready-to-go activity craft can brighten someone's day, be a welcome diversion, and help promote a healing environment. Additionally, the fine motor skills needed can be an added benefit for patients. This can be a great project for groups or families to work on together.

Examples of Activity Kit Projects (see pictures on next page)

KeychainsCharm BraceletsBeaded CrittersLaced Yarn ArtBookmarksDreamcatchersOrigami...AND OTHERS....

<u>Guidelines</u>

- 1. Kit must not be any larger than 1-quart size zip lock bag
- 2. Kits must not include any potentially messy glues or adhesives. Pre-cut double-sided tape would be appropriate.
- 3. Everything for the end result must be provided (no need for the patient to have to acquire scissors or other supplies)
- 4. Get approval for your activity kit prior to preparing the items.
- 5. Complete a Community Donation of Goods form when delivering your items to the hospital. (attached)

Process

- Arrange a time and day to assemble your activity kits
- Plan your craft. Think about the environment of the hospital and keep projects simple and ready-to-go. Here are some guidelines:
 - 1. Kit must not be any larger than 1-quart size zip loc type bag
 - 2. Kits must not include any potentially messy glues or adhesives. Pre-cut double-sided tape would be appropriate.
 - 3. Everything for the end result must be provided (no need for the patient to have to acquire scissors or other supplies)
- At this point, you should get approval of your Activity Kit project craft to make sure it meets the safety and comfort needs of our patients and visitors.
- Contact local stores, friends, or family to see if they would be willing to donate any of the materials needed.
- Make at least one craft yourself to serve as an example and take a picture.
- Copy the craft instructions and picture onto paper.

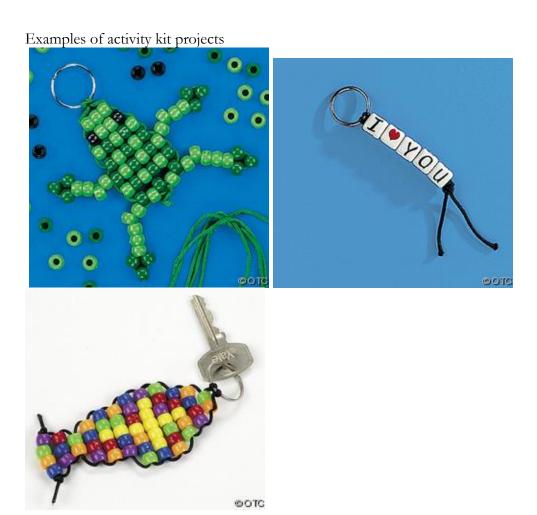
Day of Volunteer Project

- Sort and arrange craft supplies in preparation for kit assembly. Beads may need to be sorted into color piles, cord cut to specific lengths, etc.
- Have copies of each set of instructions along with an end-result picture.
- Arrange the room into stations or assembly line format.

- Assemble the kits.
- You may want to take time to explain why this matters and how this helps ease what can be a difficult time.
- Think about getting a photo taken with your completed projects. This was a great service and we would love to have a copy of your efforts too, so if you do take a picture, please share!

Service Hours

- Service hours are documented at the rate of 1 hour per 6 Activity Kits per person.
- A day of service is 4 hours.
- So every 24 kits are considered one day of service per person. (A family of 4 would complete 96 kits in order for all 4 members to be credited with a day of service)





Donor Name (please print):		
Organization:		
Donor Address:		
City:	State:	Zip:
Telephone Number:	Email Address:	
Description of Donation :		
Approximate Value of Donation:	\$	
Hand Assembled and Homemade	Items (approximate number of each	h item):
Blankets/Quilts Mittens	BootiesHats/CapsPi	illowsActivity Kits
Approximate Number of Hours S	pent Making Handcrafted Items:	
	er is to enhance the quality of your life ablished guidelines for donated goods owing criteria cannot be accepted:	
• Due to infection control gui items.	delines, all items accepted must be ne	ew. We are unable to accept used
All hand assembled and hor cigarette smoke or other ode	memade items and toys must be free from from the free free from the free	rom pet hair, strong perfumes,
• Due to safety regulations, w	ve do not accept any items that are gift	t wrapped.
 Because many of our patient our patients. 	nts are on special diet requirements, it	is not possible to donate food for
for being accepted. I understand the	iding quality healthcare and verify the items I am donating will be inspected meeting these criteria will be redirect	l prior to being distributed to
Donor Signature		