

ENTERTAINMENT/VISITOR GUIDELINES KOHL'S CHILD LIFE PROGRAM

Entertainment such as a musical performance or celebrity visit can bring happiness to a hospitalized child and his or her family. The guidelines listed below must be followed.

Planning your visit:

1. All visiting groups/performers will be screened and approved in advance by the Kohl's Child Life Program.
2. Previous experience entertaining and visiting with kids is required. You may want to submit a video, audiotape or letters of recommendation with your application.
3. Entertainers must be at least 16 years old and in good health. Anyone who has been exposed to/or has symptoms of flu, measles, mumps, hepatitis, chicken pox, rash, diarrhea or vomiting within the past four weeks may not visit.
4. No children or family of entertainers will be permitted during the performance.
5. Most events take place in small playrooms where space is limited. For this reason, visitors/entertainers will be asked to limit the size of the group to eight people. Groups larger than eight people must be thoroughly discussed and approved by Child Life.

Guidelines for the day of your visit:

1. Children's Hospital cares for kids with many illnesses and disabilities. Your audience will vary as far as the amount of children who are able to attend, how long they will be able to stay, and what their attention span will be while you are here. Events should be interactive and run 30 minutes to an hour.
2. The following dress code is required: no open toed shoes, no logo t-shirts with inappropriate slogans, no short skirts, no tank tops, and/or low cut tops, no hats. All tattoos must be covered with clothing.
3. Visitors/entertainers may not food items. Toys and gifts may not be distributed unless previously approved by Child Life.
4. Children you will be entertaining come from many backgrounds. The content of any presentation or performance must be religiously and politically neutral.
5. Groups should come prepared with everything they need for the visit. Performances may not include materials that are potentially harmful (latex balloons, items that are fire hazards such as silly string, or contain themes such as violence, death, illness, medical care).
6. Children's Hospital maintains strict rules surrounding the privacy of the children it treats. We only allow pictures to be taken by approved media in coordination with the Public Relations and Marketing Department. Visitors/entertainers should not ask personal

questions about children's medical conditions, family situations, treatment protocol and/or prognosis.

7. Media coverage, while not encouraged, will be considered based on the content, size, and purpose of the visit/performance. Media presence can distract from the children's experience and can limit participation due to consent forms for confidentiality. All media invitations or press releases will be coordinated with the hospital's Public Relations Department at least a week in advance.
8. Due to staff availability, these are the times when we can accommodate special events:
Monday through Friday between 10 am and 3 pm.
9. Children's Hospital is not responsible for any injury, loss of personal belongings or equipment while you are visiting.
10. The Patient Amenities and Family Services Department reserves the right to cancel special programs at any time if they are thought to be inappropriate or unsafe for the patients, or are of specific concern to the hospital.

Things to keep in mind that make visits successful:

1. Approach children slowly and quietly. Let children decide to what extent they wish to interact with you. If the child shows any resistance to greeting you, do not persist (and don't take it personally).
2. Successful events appeal to kids of all ages and invite participation. Techniques such as asking open-ended questions, providing rhythm instruments, and engaging children in an arts and crafts project provide a connection between the visitor/performer and the children and families.
3. Seek the advice of the Child Life Specialist or other hospital staff if you have questions about the performance or the children's needs.
4. Smile and enjoy yourself. Remember that children in the hospital are still children!