



**THANK YOU FOR BEING A RONALD MCDONALD HOUSE GUEST CHEF!**  
**Ronald McDonald House Charities *Home for Dinner* Program**

Please note the following guidelines and share this information with your group prior to your meal. To schedule a meal, please call 715.387.5899.

***Home for Dinner* Meal Program Overview**

Volunteers are needed to prepare meals for the guests who call Ronald McDonald House Charities of Marshfield home while they are seeking treatment for a sick or injured child. Through the *Home for Dinner* meal program, volunteers offer a truly priceless service for families going through immensely difficult times.

Volunteer Group Size:	Flexible depending on your volunteer group. Contact RMHC staff if you have concerns regarding your group size.
Meals Offered:	Dinner – Daily Brunch – Saturdays & Sundays
Prepare Enough For:	Typically 15 – 20 people ( <i>please ask RMHC staff for updated census prior to meal</i> )
Arrival Time:	Dinner – between 4 – 6 p.m. depending on your schedule and menu/preparation time Brunch – 8:30 a.m. or after
Serve Time:	Dinner is typically served between 5:30 – 6:15 p.m.

**General Guidelines** (please note: new guidelines in effect as of January 1, 2017)

- All food must be prepared on-site at the Ronald McDonald House. We may not accept any food prepared off-site by a volunteer, group or individual (including baked goods, casseroles, desserts, snacks, etc).
- Packaged foods purchased from retail grocery stores in unopened containers or whole fruits and vegetables may be used for your meals.
- Cooking groups can plan their own menus with no restrictions, understanding there is no alcohol of any kind. We can help suggest menu ideas if needed!
- Please have a list of ingredients available to help families with food allergies or dietary restrictions make appropriate choices, if needed.
- Guest Chefs are kindly asked to wash all dishes used during cooking and clean all areas used for the meal preparation.
- Please remember, volunteers with communicable diseases (common cold, recent exposure to chicken pox, flu-like symptoms, etc) may not enter the Ronald McDonald House, due to the compromised immune system of our children and safety of families.
- Confidentiality: Confidentiality is of the utmost importance. Please do not exchange personal information (phone numbers, emails, addresses, etc.) with our families. Limit your photographs to your group only. Due to our families' confidentiality, their photographs may not be taken.

- We'd be more than happy to give your group a tour of the House when volunteers are available!
- If you must cancel your meal, please notify RMHC as soon as possible at 715.387.5899.

### ***Frequently Asked Questions!***

- Does our group need to provide tableware and flatware for the guests?  
No, RMHC of Marshfield will provide all plates, silverware, cups and napkins for the meal.
- Does our group need to bring pots and pans, etc?  
No, the House has most items needed to prepare and serve your meal – pots, pans, baking dishes, crockpots, cookie sheets, etc. If you have a question regarding the availability of a certain item, please contact the House prior to your meal.
- Do you need to know what we plan to make?  
If possible, please let the staff know what you plan to prepare prior to your meal. We watch for duplication of menus, so there is not the same meal multiple times in a week.
- Do you have menu ideas we can look at to help plan?  
Yes, you can view menu ideas and what is Fresh in the Garden (depending on season) to help plan your meal. Please call the House at 715.387.5899 or email [staff@rmhcofmarshfield.org](mailto:staff@rmhcofmarshfield.org) to request (note: typically provided by email).
- Can we sign up for recurring opportunities?  
Yes! If you would like to serve on a reoccurring basis, please contact the staff at RMHC.
- Can our group take a tour?  
Yes, a staff member or volunteer would be happy to give you a tour while you are here as long as there are no urgent family matters. Please let the staff member or volunteer that greets your group know upon arrival that you would like a tour.
- Why didn't we see many families when we cooked?  
Please be aware, not all families will be able to make it to the House when your meal is ready to be served, but they will be searching for leftovers when they return. Some families will prepare to-go plates for children and themselves. Be assured, whether the food is eaten in the kitchen at the time of your meal, carried away to the hospital or warmed up as leftovers late in the night, it will be eaten with much gratitude and heart-felt appreciation!
- Should we provide drinks?  
They are always appreciated! Examples: milk, chocolate milk, juice, drink mixes
- Can we bring in food that is prepped ahead of time and cook it there?  
No, due to food safety, we require that all food be prepared in a licensed food establishment, a commercial kitchen or on-site in our kitchens. We are unable to accept food that is prepped or cooked in your home. Packaged goods from store in unopened containers and whole fruits/vegetables are acceptable.
- Where do I park? Parking is limited so please carpool if possible. Please park in the lot adjacent to RMHC (off of St. Joseph Avenue). Please park in the middle of the lot and be sure to adhere to posted signs. Upon arrival, ring the buzzer and a manager on duty will welcome you and assist in your setup.

On behalf of RMHC of Marshfield families, thank you for your support!

Ronald McDonald House Charities of Marshfield would not be successful without the volunteers who graciously give their time and talents to assist in our House. It is through their dedication and support that we are able to serve so many families year after year.

**Thank you for keeping families close to their sick kids.**