



NEO Kids Foundation

In-Kind Donation Guidelines

We are extremely grateful for gifts to benefit our NEO kids and families; however we do have some guidelines on what we are able to accept for the Hospital environment. For Infection Control and the safety of our patients, we are only able to accept donations that are new and recently purchased.

We are not able to accept gently used or previously owned items. This includes toys, stuffed animals, DVDs, books, magazines, electronics, clothing, and furniture.

All of these guidelines have been developed in consideration of Health Sciences North's infection control, safety, and privacy policies. **We are not able to accept items that fall outside of these guidelines.** Items that are dropped off and do not meet our In-Kind Donation Guidelines and acceptance criteria will be donated to other community agencies, or disposed of as appropriate.

Activities & Toys

We can only accept donations of NEW toys and activities that have been purchased within the last three months. Even if items appear clean or have never been played with, they may have been exposed to dust, pets and bacteria. Due to our patients' sometimes fragile immune systems, we cannot accept gently used or previously owned toys. Check out our various Wish List documents, listed below, for ideas of gifts that we can accept.

Art

Every art donation request must undergo a thorough review by a committee of the piece/donation. NEO Kids Foundation will then forward the request to the departments for placement review.

Books

Books are an important part of the hospital experience for our patients and families at NEO Kids Foundation. Books can be used in a variety of ways such as in our playrooms, clinics, treatment rooms and patient rooms for entertainment and learning opportunities.

We are happy to accept donations of new books – suggestions can be found in the Wish List documents. We cannot accept books that have inscriptions, damage, strong odours, or "Touch & Feel" fabrics e.g. felt, fur.

Event Tickets

We welcome ticket donations to child- and family-friendly events such as sports games, concerts, and plays. In order to allow sufficient time to find a recipient and make necessary arrangements with the family, all ticket donations should be received at least 5 business days prior to the event.

Gift Cards

We are happy to accept donations of gift cards. They make wonderful gifts, and also help our team purchase items needed for events and activities, such as art supplies, food & beverages, etc.

Furniture & Equipment

We are not currently accepting donations of furniture or equipment. If you would like to facilitate the upkeep and/or purchase of priority equipment for the various NEO Kids & Family programs, you are welcome to make a monetary donation that is designated for such purposes.

Gaming Systems & Electronic Devices

Electronic devices provide entertainment, distraction, and comfort to patients and families throughout their stay at Health Sciences North and can help make it feel less like a hospital. We currently have televisions and DVD players in the patient rooms, as well as a larger portable tablet for our outpatient clinics. Some of the NEO Kids & Family programs integrate laptops and gaming consoles into their spaces for learning and distraction purposes. Before you donate an electronic device, please contact the Donations & Development Coordinator to ensure that it meets Health Sciences North's I.T. requirements and guidelines. Monetary donations are also accepted to purchase replacements for electronic devices as they age or to fund new devices that the programs would like to incorporate.

Homemade Toys & Crafts

Due to infection prevention and control policies, we are not able to accept homemade items such as toys and crafts. The only exception is knitted items, as indicated below.

Knitted Items

We will accept knitted baby blankets and hats for Health Sciences North's Birthing Centre. Baby blankets are welcomed in pastel colours and should be a minimum of 36" x 36" and made with new, soft baby wool, washed after being made and then individually bagged. They must be free of any fragrance, musty odours, smoke, and food aromas. Please be sure to contact the Donations & Development Coordinator before making your donation to ensure that there is a need at the time for such items.

For more information or to make a donation, contact:

Donations & Development Coordinator

neokidsfoundation@hsnsudbury.ca

Tel.: 705-523-7100 ext. 1229

Donations may be delivered to:

41 Ramsey Lake Road

Sudbury, ON P3E 5J1

South Tower, Level 1, Room 1168