

# GUEST CHEF PROGRAM

Volunteers, like you, serve as the key ingredient!



Dear Future Guest Chef:

Thank you for your support of Ronald McDonald House Charities® Oklahoma City through our Guest Chef Program. Meals prepared with compassion and care are the ultimate "comfort food" for our families.

For the health and safety of our families, please be aware of the following House policies:

## **A Recipe for a Successful Meal**

- Evening meals are served at 6 p.m., every day, 365 days a year.

### **Ronald McDonald House at The Children's Hospital**

Third Floor Garrison Tower  
940 NE 13<sup>th</sup> St, OKC – 405-271-3180

- The doors to Garrison Tower are locked at all times. Upon parking please proceed to the back entry and call 405-271-3180 to gain access.
  - Parking is located in the rear alley behind Garrison Tower (see map) and requires a parking pass.
    - We will email parking pass once you have signed up.
  - Enter the door on the right located under the drive thru overhang. Go up the stairs to the 1<sup>st</sup> floor elevators and up to the 3<sup>rd</sup> floor. The House is on the right when exiting the elevators. To enter, buzz the doorbell for the Manager on duty.
  - Please sign in at the front desk upon arrival.
  - We have a cart available for your convenience.
- Our kitchen can accommodate group sizes of 2-10 people.
    - Children 16 years of age and younger must be accompanied by an adult.
  - All food must be prepared onsite or in a commercial kitchen (i.e., local restaurant, licensed caterer, or grocery store). We ask that Guest Chefs **NOT** solicit donations on behalf of RMHC-OKC to fund your meals.
  - **Please plan to prepare for 25 people.**
    - There are no limitations to what you can serve. However, pasta and tacos can come off overdone. Fresh, healthy options are always appreciated. Contact us for help with meal ideas!
    - Our House is equipped with a large variety of cookware and appliances. Please contact us in advance if you have specific needs.
    - An ice machine and Coke machine (\$.50) are available onsite. Other drinks are welcomed but not required.

- Help us protect the health of our families and **DO NOT** come to the House if you are sick or have been exposed to a contagious illness in the past two weeks.
- Guest families are not always present at 6 p.m., but we assure you that your meal will be eaten when they return from their child's bedside.
- First time Guest Chef? Schedule a time to tour our kitchen in advance of your dinner.

### **Serving with Safety and Flair**

- When you arrive, please read and follow the Food Safety Matters sheet posted in our kitchen.
- While you are here, please keep the volume level of your group in mind as loud noises can be disruptive to our families.
- Feel free to stay and eat with our families, but please remember to adjust the amount of food prepared to accommodate your group.

### **The Low Down on Cleaning Up**

- Have leftovers? Take the time to date and save meals in our plastic containers. Our families coming in later at night and those looking for lunch the next day will appreciate your efforts.
- We ask that you place all dirty dishes, pots, and utensils in the dishwasher to ensure a thorough, sanitary wash. Feel free to run the dishwasher if full.
- Please clean all kitchen counters and cook tops before you depart.

### **Our Gratitude of Gratitude**

- Let us thank you for your service by completing the In-Kind Donation form.
- To protect the privacy of our families, we ask that volunteers seek prior permission from the RMHC-OKC Director of Marketing/Communications before inviting the media into our facilities.
- You may photograph members of your group, and we encourage you to share them on social media! Please tag us: @RMHCOKC.
  - Please do not take pictures of guest families without first asking for their permission.
- Make sure to ask our Manager on duty for a House tour before or after you serve your meal.
- Second "helpings"? Yes, please! Many of our top chefs sign up for a repeat performance. Consider scheduling your next Guest Chef experience today!

**We look forward to your visit! Thank You!**

For questions about our Guest Chef Program, contact Judy Baldrige, at [jbaldridge@rmhc-okc.org](mailto:jbaldridge@rmhc-okc.org) or 405-271-3180.