

**Donation Guidelines**  
**Riley Hospital for Children at Indiana University Health**

**We greatly appreciate the thoughtful interest of those making donations for our patients. Please follow these guidelines and procedures when purchasing and/or referring persons to Riley at IU Health for donations.**

- ❖ **Safety and infection control standards are priority concerns.**
- ❖ Toys must be **NEW** and clean with no broken or missing pieces.
- ❖ Toys and art supplies need to be non-toxic.
- ❖ No toys or books with button batteries.
- ❖ **No used or previously owned stuffed animals can be accepted.**
- ❖ Toys made of materials that are easily broken causing possible sharp edges are not appropriate.
- ❖ Please donate toys with few or no loose pieces.
- ❖ Please do not gift wrap any donations.
- ❖ Many of our patients have restricted diets; therefore, food and candy cannot be distributed.
- ❖ No latex balloons are allowed for allergy and safety reasons. Mylar balloons are acceptable.
- ❖ All donations of children's books, magazines, movies, and library materials may be new or used, but must not have any violent, sexual, or religious content, and magazines may not be older than 6 months from the publication date.
- ❖ If stored, all donations must have been in areas away from contact with mold, mildew, and cigarette smoke. Items should not be stored in trash bags; however, you may place your donations in them for delivery purposes.
- ❖ Donation forms can be received from a Riley Information Desk at any time. Please complete the donation form in full and be as specific as possible about the items you are donating. The form is carbon copied, so donors can keep a copy for their tax purposes. All money and gift cards should be reflected on the form in addition to toys and handmade items.
- ❖ Donated items may not be distributed to patients by the donor. All donations go through a screening process prior to being available for distribution. All donated items are distributed by Riley staff. **Donors will not be allowed to distribute donations or visit with patients at this time due to increased visitor restrictions during the flu season. Please plan to deliver your donation to the main entrance and to bring only those necessary to deliver the items to the hospital.**

*If your donations do not meet the above criteria, may we suggest contacting one of the following worthy organizations?*

**Ronald McDonald House**  
435 Limestone  
Indianapolis, IN 46202  
317-269-2247  
[www.rmh-indiana.org](http://www.rmh-indiana.org)

**Julian Center**  
2011 North Meridian Street  
Indianapolis, IN 46202  
317-941-2215  
[www.juliancenter.org](http://www.juliancenter.org)