

COVID-19 Donations

Frequently Asked Questions and Contacts

Q. What can I donate to Northwestern Medicine?

A. A variety of medical supplies and other items, and monetary donations are appreciated at this time, but please follow the guidelines of approved donations and processes. Per Corporate Compliance guidelines, NM employees may not directly ask vendors for donations. All donation and philanthropic activity is handled by the contacts below.

- Food/beverage items.
- Monetary donations, but please no gift cards/certificates.
- Hand sanitizer and cleaning supplies
- Businesses: discounted or donated meals and services, delivery and app subscriptions
- For questions regarding accepted donation items, please see below or contact a team member in the contact list below.

Q. Are all Northwestern Medicine locations accepting donations?

A. Yes, please consider donating to all locations. Our teams will work with you to service each hospital.

Q. How are donations of food, beverages and other items being accepted?

A. For individuals and groups who would like to donate items, such as food, to an NM hospital, contact your local representative on the contact list below to coordinate the donation. Donations of food should not be dropped off at loading docks.

- Hot/ready-to-serve food
 - Delivery from restaurants allowed
 - No homemade items
 - No buffet-style food options
 - Guests may not serve staff on hospital grounds (must be dropped off)
- Food packaging
 - Must be prepackaged
 - Individually wrapped
 - Fruit that can be peeled
 - Explicit labeling for food-sensitive groups (dairy, nut, soy, gluten, etc.)
 - Non-perishable items preferred
- Coffee/tea
 - Sugars/creamers must be individual use (not communal cartons or carrels)

Q. How are donations of care packages for staff being accepted?

A. For individuals and groups who would like to donate items, including care packages and other items, to an NM hospital, contact your local representative on the contact list below to coordinate the donation.

- Household items must be unopened/sealed (soap, toothpaste, etc.).
- Previously worn/used items not accepted.
- Hand sanitizers must be alcohol-based (60% minimum) and unopened.

Q. Is Northwestern Medicine accepting donations of medical supplies?

A. Yes, however, due to infection control measures, Northwestern Medicine cannot accept donations of handmade masks, gowns and other medical supplies. Only factory-made, hospital-quality supplies, including N95 masks, face shields, gloves, gowns, sanitizers and swabs can be donated. Please follow the guidelines for accepted products below.

Accepted personal protective equipment (PPE)

Product category	Product guidance
N95 respirators	Preferred products: <ul style="list-style-type: none">• 3M – Product #: 1870+, 1860, 1860S• Halyard – Product #: 46727, 46827 Additional acceptable products: <ul style="list-style-type: none">• KN95 respirators• U.S. Food and Drug Administration (FDA) cleared N95 respirators• National Institute for Occupational Safety and Health (NIOSH) approved N95 respirators
Face masks and face shields	<ul style="list-style-type: none">• FDA cleared• Disposable/single use
Isolation gowns	<ul style="list-style-type: none">• American National Standards Institute/Association for the Advancement of Medical Instrumentation-approved• ANSI/AAMI Level 1 & 2 – non-surgical isolation gown• ANSI/AAMI Level 3 & 4 – surgical isolation gown
Exam gloves	<ul style="list-style-type: none">• Non-latex, all sizes

Q. How do I arrange delivery for donations?

A. Please email supplydonations@nm.org with the information below and pick-up will be coordinated.

- What needs transport (how big/how many)
- Pick-up location (include contact information)
- When it will be ready for pickup

Q. Can I drop off donations at any Northwestern Medicine location?

A. Supply donations can be dropped off at any of the NM hospital receiving dock locations, Monday through Friday, between 9 am and 4 pm. Please note: Only NM staff members may drop off supplies at loading docks; do not drop off food donations a receiving dock.

Receiving dock locations accepting supply drop-offs

Northwestern Memorial Hospital

715 St. Clair Street
Chicago, Illinois 60611

Lake Forest Health & Fitness Center

1200 N. Westmoreland Road
Lake Forest, Illinois 60045

Central DuPage Hospital

25 N. Winfield Road
Winfield, Illinois 60190

Delnor Hospital

300 Randall Road
Geneva, Illinois 60134

Kishwaukee Health & Wellness Center

626 Bethany Road
DeKalb, Illinois 60115

Valley West Hospital

1302 N. Main Street
Sandwich, Illinois 60548

Marianjoy Rehabilitation Hospital

26W171 Roosevelt Road
Wheaton, Illinois 60187

Huntley Hospital

10400 Haligus Road
Huntley, Illinois 60142

McHenry Hospital

4201 W Medical Center Drive
McHenry, Illinois 60050

Woodstock Hospital

3701 Doty Road
Woodstock, Illinois 60098

Q. How can I donate money to Northwestern Medicine?

A. Monetary donations will allow our local teams to address what our employees and physicians need. Gift cards are not preferred.

- Visit <https://foundation.nm.org/> – monetary donations will allow local teams to address what employees and physicians need most and can be hospital-specific.
- A COVID-19 Relief Fund has been established to help provide additional resources needed at Northwestern Medicine in response to COVID-19 (coronavirus). More information is available at foundation.nm.org.
- A gift to the Employee Crisis Assistance Fund can also be made to help Northwestern Medicine employees suffering financial hardship. Access www.nmworkplacegiving.org to make payroll and PTO gifts.
- If a vendor, patient or community member asks how they can help with COVID-19 (coronavirus), refer them to foundation.nm.org, giving@nm.org or 1.833.GIFT.NMF.

Q. My corporation would like to partner with and/or donate to Northwestern Medicine. Who is the most appropriate contact?

A. Corporations who would like to partner with and/or donate to Northwestern Medicine should contact Sarah M. Burke, director of Corporate and Foundation Giving, Northwestern Memorial Foundation, at saburke@nm.org or 312.926.4103.

Q. A vendor wants to sell something to NM. Who should I contact?

A. Ask the vendor to send the information to covid-19procurement@NM.org and it will be triaged.

- If a vendor or other institution wants to donate products, ask them to send the product information to supplydonations@nm.org.
 - Email supplydonations@nm.org with additional questions.

NM Donation Contacts

Local Hospitals

Location	Name	Position	Phone
NMH	Tiffani Darling (General)	Director, Engagement	312.926.3464
	Logan Pause (Physician)	Program Director, NMG Ops	312.694.2798
	Josh Hasson (Food)	Director, Food Services	312.926.3062
LFH	Anne King	Director, External Affairs	312.926.7506
McHenry	Dawn Roznowski	Director, Community Health Services	815.788.5860
Huntley	Dawn Roznowski	Director, Community Health Services	815.788.5860
Woodstock	Dawn Roznowski	Director, Community Health Services	815.788.5860
CDH	Karin Podolski	Director, Community Health Services	630.208.3998
Delnor	Karin Podolski	Director, Community Health Services	630.208.3998
Kish	Karin Podolski	Director, Community Health Services	630.208.3998
Valley West	Karin Podolski	Director, Community Health Services	630.208.3998
Marianjoy	Christine Kautz	Engagement Coach	630.909.7076

Corporate

Location	Name	Position	Phone
All Locations	Sarah Burke	Director, Philanthropy (NMF)	312.926.4103

Supplies

Supply Donations (All Locations)	supplydonations@nm.org
Supply Sales & Procurement (All Locations)	covid-19procurement@nm.org

All Other Inquiries

Location	Name	Position	Phone
All Locations	Kate Latimer	Administrative Fellow, NMHC	312.695.1767
	Aaron Stonecipher	Administrative Fellow, NMHC	312.926.0838