

Guidelines for Educational Visits at Roswell Park:

- For minors, a parent or guardian must complete the *Roswell Park Parent/Guardian Consent Form* and provide emergency contact information to participate in an educational visit.
- Minors under the age of 14 are restricted from visiting research laboratories on campus. Minors under the age of 12 may not visit patient floors.
- A ratio of 5:1 minors to chaperones must be maintained during the visit

On the day of the educational visit:

- Visitors must assess their personal health. Anyone exhibiting symptoms of illness are not permitted to visit.
 - Visitors must bring **photo identification**. Students must bring and wear their school-issued identification tags. Chaperones must also bring school-issued identification or driver's license.
 - Professional attire must be worn including long pants/stockings and closed-toed shoes in laboratory or clinical spaces. For protection, anyone not wearing appropriate attire will not be permitted into laboratory or clinical spaces.
 - Professional behavior must occur in all campus areas. Violators of Roswell Park policies are subjected to disciplinary actions and/or termination of educational visits.
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- Upon campus arrival, visitors must check-in with the host Roswell Park Supervisor to confirm identification and receive information materials.
 - Follow the directions of the host Roswell Park Supervisor at all times, including safety measures or adherence to maximum room occupancy. Stay with your Roswell Park Supervisor and chaperones at all times. Please do not touch anything on tours.
 - No food, drinks or gum are allowed in laboratory or clinical spaces
 - Confidentiality of Health Related Information and Research must be enforced
 - Note the location of the exits in case of an emergency which will be instructed by the host Roswell Park Supervisor