



## **Family Dinner Night**

When you think of bringing people together, most of the time a dinner table is involved. Easing the stress of shopping or cooking after a long grueling day at the hospital gives our families the opportunity to relax and collect themselves.

Creating that community of support is what *Family Night* is all about. To host a family dinner please follow instructions below:

(Plan for 60 people – or more if the volunteers would like to eat as well!)

- Arrive at 2:30pm if you are cooking and to set up and prepare the meal. You are **(If you are planning on ordering catering you can arrive at 4:00pm – please let Family House staff know what you are planning and the menu)**
  - You are welcome to use the kitchens at Family House to prepare your meal or heat up anything as needed
  - Food can also be catered – please let us know in advance if you are planning this option.
  - Please include all ingredients listed out in case any families have food allergies.
- Dinner from 4:30pm-5:30pm in our 2<sup>nd</sup> Floor South Kitchen. Once food is prepared the dinner will be hosted as buffet style. Once dinner is over you will begin to put food into individual containers and split evenly amongst the 8 kitchens.
- Please feel free to walk to the other kitchens and floors to invite families if few have shown up by the dinner start time.
- Clean up at 5:30pm-6:00pm
  - All used Family House dishware, silverware and cookware must be run through the dishwashers to sanitize for the families.
  - Communal areas should be straightened up, disinfected and swept to ensure a clean and safe space for families.

Please bring:

- Drinks:
- Waters/Sparkling Water – Le Croix
- Honest juice boxes for kids (has lower sugar)
- Enough food for the families
- Table décor (optional)

Menu suggestions:

- Tacos • Chili and cornbread • Soup, toasted cheese sandwiches, salad • Breakfast for dinner (pancakes, sausage, etc.) • Baked potatoes with toppings (cheese, sour cream, broccoli, bacon) • Homemade pizza with toppings • Make your own hoagies • Baby Back Ribs • Hot dogs with salads/sauerkraut • Meat loaf and potatoes
- Vegetable/Meat lasagna • Sloppy Joes • Spaghetti and meatballs, salad, garlic bread • Chili bar • Salad bar • Soup and Salad • Picnic food (salads, hot dogs, hamburgers, fruit) • Stir fry **\*\*Due to health safety, please do not plan on any egg dishes\*\***

**\*Please plan on about ¼ of the food to be vegetarian and the remaining amount to be non-vegetarian for the families. Thank you so much! \***

With the help of you and your friends, you are making it a little easier for all our families in crisis. If you would like to bring some games or set up an arts and crafts activity you are more than welcome to do so. Feel free to contact Chief Community Engagement Officer, Karen Banks ([kbanks@familyhouseinc.org](mailto:kbanks@familyhouseinc.org)) if you have any questions.

We truly appreciate your support!



## Food Preparation and Safety

At Family House, Inc., we comply with the USDA guidelines for food preparation and safety as detailed below. Additional information can be obtained at:

<https://www.fsis.usda.gov/food-safety/safe-food-handling-and-preparation>

- Wash hands thoroughly with germicidal soap and warm water before handling food, after handling raw seafood or meat, and after using the restroom, smoking, sneezing, or touching your face or hair.
- Wash, rinse, and sanitize all equipment & utensils before and after use. Always wash & sanitize your knife & cutting board in soapy, hot water after handling seafood, raw poultry or meat.
- Always wash fruits, vegetables & produce before serving to wash away dirt and pesticides.
- Return all ingredients to refrigerated storage if preparation is interrupted. • Use a food thermometer to check all internal cooked food temperatures.
- Bacteria multiply rapidly in “danger zone” temperatures of 41 degrees F to 139 degrees F. To ensure safety, hot foods must be held at 140 degrees F or above (most bacteria is destroyed at this temp). Stirring food frequently evenly distributes the temperature. Cold food must be kept at 40 degrees F or below.
- To destroy bacteria, poultry should be cooked to a minimum internal temperature of 165 degrees F.
- Cooked food should be served immediately and hot! Food should not be left out for more than two hours and leftovers should be stored in refrigeration.
- Avoid keeping food in danger zone temp of 41 degrees F to 139 degrees F for more than 4 hours cumulative (from preparation to service, to cool down/storage).
- Defrost frozen products in the refrigerator (not under hot running water in a sink).
- When shopping, select all the non-perishables first, then vegetables leaving the meat and dairy for last.



## **Frequently Asked Questions**

### **What is a Family Dinner?**

A Family Dinner is a volunteer-hosted meal that provides comfort, nourishment, and community to families staying at Family House while their loved one receives treatment at a nearby hospital.

### **Who attends the dinner?**

Families staying at Family House, including parents, caregivers, patients (when able), siblings, and other family members.

### **How many guests should we expect?**

Attendance varies, but most dinners serve approximately 60 people.

### **What time is dinner served?**

Dinner is typically served during the evening meal period. Family House staff will confirm your arrival, preparation, and serving times.

### **Can we use cookware in the kitchen?**

You are more than welcome to use any pots and pans or kitchen supplies in the kitchen itself. We just ask that you wash it in the dishwasher after the meal.

## **Food & Menu**

### **Can we bring food from a restaurant or caterer?**

Yes, many groups choose to cater meals or bring prepared food. Coordinate details with Family House staff in advance.

### **Are there dietary restrictions we should consider?**

Yes. It is helpful to include vegetarian, gluten-free, and allergy-friendly options whenever possible.

### **Can we bring desserts and beverages?**

Absolutely. Desserts, beverages, and individually packaged snacks are often appreciated.

## **Volunteers**

### **How many volunteers can participate?**

8-10 volunteers are allowed based on space and comfort of families.

### **Can children volunteer?**

Age requirements vary. We ask adults to do the food preparation. Kid volunteers can host arts and crafts activities or interact with families and children.

### **What should volunteers wear?**

Comfortable clothing and closed-toe shoes are recommended. Hair should be tied back when handling food.

## **Donations & Sponsorship**

### **Is there a cost to host a Family Dinner?**

Host groups cover the cost of food and supplies, either through direct purchase, sponsorship, or fundraising. Ordering groceries from Costco or grocery store could average \$500 or ordering catering could vary \$900-\$2,000 for 60 people.

### **Can our company sponsor a Family Dinner?**

Yes. Corporate teams frequently sponsor and volunteer at Family Dinners as part of employee engagement and community impact initiatives.

### **Can we make an additional donation?**

Yes. Financial contributions help Family House continue supporting families facing medical crises.

## **Impact**

### **How does hosting a dinner help families?**

Providing a meal allows families to focus on their loved one's care rather than meal planning, grocery shopping, or cooking during a stressful time.

### **Can we interact with families?**

Yes, when families are interested. Many guests appreciate friendly conversation and the opportunity to connect with volunteers.

### **What do families appreciate most?**

A warm meal, welcoming atmosphere, kindness, and feeling supported during a challenging period.

## **Day-of Questions**

### **When should we arrive?**

Groups at 2:30pm if cooking or 4:00pm if ordering catering. All food should be ready by 4:30pm for serving.

### **What happens if our group is running late?**

Contact Family House staff as soon as possible so adjustments can be made.

### **Can we decorate or celebrate a special occasion?**

Often yes, but decorations should be coordinated in advance with Family House.



FAMILY HOUSE  
**Family Dinner**  
**Host Description**

When you think of bringing people together, most of the time a dinner table is involved. Easing the stress of shopping or cooking after a long grueling day at the hospital gives our families the opportunity to relax and collect themselves. Your role at Family House is to help create a community of support during the community meal.

### **Welcome**

- 1) Please begin by washing your hands and wearing gloves when handling food items.
- 2) Please start by wiping down all the countertops and surfaces prior to the dinner prep starting. Disinfecting wipes and/or spray and towels will be provided.
- 3) Please unload and load dishwashers and begin the wash cycle. This will greatly benefit the families and help with the cleanup process later.
- 4) Please keep in mind our children have compromised immune systems so take every precaution when it comes to food safety.
- 5) Have fun and connect with families!

### **Time-Line**

#### **Begin setup**

1. **2:30pm – 4:30pm**. Please start the event by washing your hands and wearing food-service gloves while handling food items.
  - o Turn on the kitchen fans while the stove is in use.
2. **4:30pm – 5:30pm**. Dinner is served during this period. Please feel free to walk to the other kitchens and common areas to invite families if few have shown up by the dinner start time. The other common areas can be found on floors 2-5 in the same location.
3. **5:30pm – 6:00pm**. Begin to clean up.
  - o Begin to put the leftover food into individual containers. Label each container with its contents and today's date. Then divided evenly as possible between the 8 kitchens.
  - o All used Family House dishware, silverware and cookware should be ran through the (2) dishwashers in order to sanitize the dishes.
4. **The main goal is to leave the kitchen as it was found.**
5. **Thank you!**

### **Additional Information**

- The population of Family House is regularly in and out of Family House and the hospital. There are times when it feels like the house is very empty. Please understand sometimes families are not able to make it to the dinner. Know that if there are leftovers families will return to the house and enjoy the delicious meal you provided.
- Feel free to search other kitchens for dishware if you are unable to find items in the current kitchen. Please be sure that all borrowed dishes are returned to their original kitchen.
- Communal restrooms are located on the 1<sup>st</sup> floor of the building. Exiting the first floor elevator walk straight and the restrooms will be on the left.
- Familiarize yourself with the kitchens by checking cupboards and cabinets for dishes that will be used while cooking.
- Family House can provide arts & crafts supplies or board games to enhance the meal experience.

With the help of you and your friends, you are making it a little easier for all our families in crisis.  
We truly appreciate your support!



FAMILY HOUSE

## Family Meal Catering Options

Birite Catering

<https://order.biritemarket.com/>

Chinese - Jade Café

[www.jadecafeca.com](http://www.jadecafeca.com)

Chipotle Catering

<https://catering.chipotle.com/>

Early Bird Tacos – breakfast tacos, or lunch /dinner catered taco bars

<https://www.earlybirdtacos.com/>

Espostos

<http://www.espostos.com/delicatezza/>

Flour & Water Pizza Shop

<https://www.flourandwater.com/>

Goat Hill Pizza

<https://www.goathillpizza.com/>

Ike's Sandwiches catering

<https://www.ikessandwich.com/catering/>

Mendicino Farms

<https://www.mendocinofarms.com/catering/>

Panera

<https://catering.panerabread.com/>

SF Kabob

<https://www.sfkebab.com/catering.php>

Unco Frank's

<https://uncofranks.com/>

World Wrapps

<https://worldwrapps.com/catering/>

Presidio Kebab

<https://www.presidiokebabsf.com/order/>

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