



Ronald McDonald  
House Charities®  
Pittsburgh

# Meals from the Heart



## Food Prep Guidelines

All meals should be scheduled in advance via our online calendar, **Meal Train**. Please only sign up for dates that you are prepared to serve a meal. Meal Train is not designed to "hold" dates. If you need to cancel, please contact our Volunteer Coordinator, Morgan Barnes, at 412-246-1103 or email [morgan@rmhcpgh.org](mailto:morgan@rmhcpgh.org) as soon as possible to give another group the chance to serve a meal to our families.

All meals must be prepared and cooked on site in our community kitchen. This includes preparations for any desserts or meats etc. You are also welcome to purchase premade food from a grocery store or restaurant. (Please contact the Volunteer Coordinator if your group has a certified/regulated kitchen)

**Due to the size of our kitchen, please limit your group to no more than 12 individuals.**

Please schedule your serve time at one of the following:

**Breakfast – 9 or 9:30 am**  
**Lunch – 12, 12:30 or 1 pm**  
**Dinner – 5:30 or 6 pm**

Most groups arrive between 1-2 hours before serve time for meal prep. If you need more time, please contact the Volunteer Coordinator.

Meals are first come first served, but leftovers are always saved and eaten! Please prepare food for the following number of people:

**Breakfast – 30 people**  
**Lunch – 45 people**  
**Dinner – 60 people**

The actual number of people attending meals varies greatly even though the House is usually full. This is due to a number of factors, none of which are predictable.

All ingredients for the meal must be supplied by your group. RMHC will supply paper plates, cutlery & cups; however, donations of these items are always welcome.

It is your decision if you want to include drinks and dessert.

No alcohol may be brought into the House. This includes its use as a food ingredient.

There are no food restrictions. Ingredients do not need to be displayed, however, be prepared to verbally offer a list of ingredients in case of food sensitivities/allergies.

Our kitchen is equipped with two electric ovens/stove tops, a dishwasher, cooking utensils, pots and pans.

Everyone preparing food should use appropriate hygiene practices and be free of any contagious illness. Remind all chefs to wash hands thoroughly. Food safety gloves are required when handling food. You are welcome to bring your own or gloves will also be available in the RMHC kitchen.

Please follow the food safety guidelines provided on the website: [www.foodsafety.gov](http://www.foodsafety.gov)