

PATIENT ACCESS WEEK HOLLYWOOD THEME "HOW TO"

Luncheon - Hollywood Theme

- Star Invitations* - with RSVP cards - left in office mailbox
- Red Carpet*
- VIP Entrance Sign*
- Walk Of Fame Sparkle Entrance Curtain*
*source for these items www.hollywoodmegastore.com
- Black table cloths / gold confetti / gold stars placemats / black plates / plastic champagne glasses w/ gold ribbons / black utensils**
**source - any party store
- Celebrity pictures / posters for walls- source Magazines; posters from theatres and / or video stores

Team Members enter luncheon through the "VIP" entrance. Are greeted by a reporter and photographers for STAR interviews and photos

- Take pictures with boa wrap, gaudy fake jewels at entrance / reporter for "interviews"
- Later in week give pictures in cardboard frames*** to each Team Member as a memento
- Front of photo folder - decorate with gold star - we used gold ink pad and rubber star stamps- inexpensive and reusable- available at any craft store
- ***source - http://www.pfile.com/prod_detail_list/4x6-Cardboard-Photo-Folders

Appreciation Tour

- Access Manager & Supervisor "tour" all Access areas to deliver "Fan Mail" - personal hand written notes of appreciation to the Stars of Access from Management Team
- "Thanks A Million" candy bars - delivered with the fan mail
Source for candy bars- <http://www.candyundercover.com/thanks-a-million-case-of-chocolate.html>

"Guess The # Jars"

- Jars filled with inexpensive items relating to Hollywood "make - up"; for example, cotton balls, q-tips, etc. - Dollar Stores are great to find everything for this activity
- Prize - \$10.00 gift cards (4 total)
- Closest guess without going over wins

Movie Theme Trivia / Word Search / Crosswords

- 1 winner per dept per day - turn in completed sheet to be eligible
- Prize - 1 movie ticket with microwave popcorn pack or movie candy

Ice Cream Sandwich Day

- "Movie Ticket" with name to each person - turn in ticket to claim ice cream

Breakfast - sponsored by Access Manager & Supervisor

- Waffles made on-site with assorted topping

Coffee / Smoothie Bar

- Stars love Designer Coffee - Choice of fancy Starbucks fresh brewed coffee or Strawberry and/or Banana Smoothie - purchase