



## Health Fair Tips

- ◆ Allow enough time for planning
- ◆ Know the regional needs
- ◆ Monitor regional events calendar when choosing the date of the health fair
- ◆ Form a health fair committee and designate responsibilities
- ◆ Have a workplan or schedule of tasks
- ◆ Tap into local organizations for potential exhibitors
- ◆ Plan activities for kids ie. games, puppets, face painting, clowns
- ◆ Search for sponsors to donate finances, materials, equipment
- ◆ Recognize local sponsors
- ◆ Publicize
  - ◆ PSA
  - ◆ Fliers
  - ◆ Post on regional calendars
- ◆ Develop a checklist
- ◆ Tickets for door prizes help track the number of attendees
- ◆ If screening booths are present:
  - ◆ May require privacy
  - ◆ Volunteers might help provider distribute with paperwork
  - ◆ Have qualified screeners
  - ◆ Follow-up with those having abnormal results is important

Modified from: [www.aap.org/family/HFKexin](http://www.aap.org/family/HFKexin)