

HOLIDAY DECORATION CHECKLIST

- ✓ **CAN** have traditional store bought ornaments, garland, beads, etc. that are flame retardant. Save the box!
- ✓ **CAN** have any type of battery powered lights.
- ✓ **CAN** be creative in decorating the trees.
- ✓ **CAN** enjoy the holiday season with your co-workers.
- ✓ **Carilion** provided Christmas trees and lights are permitted to be used with in all areas of the hospital.

- ✗ **NO** decorations can obstruct exits.
- ✗ **NO** decorative material is to be placed on a door in a patient care area. This includes office doors within patient care areas.
- ✗ **NO** decorative material is to inhibit normal operations of the door.
- ✗ **NO** decorative material may be suspended from the ceiling.
- ✗ **NO** live greenery including hay, leaves, branches, etc.
- ✗ **NO** combustible decorations, e.g. telemetry paper as garland, paper decorations, paper snowflakes, cardboard, etc.
- ✗ **NO** open flames, wax warmers, or plug-in air fresheners.
- ✗ **NO** plug-in electrical decorations including but not limited to tree lights and miniature village statues.
- ✗ **NO** excessive amount of decoration on trees. Branches of the tree must be visible.

Have a Happy and Safe Holiday Season

Any Questions Please Contact:

[Emergency Management and Life Safety@carilionclinic.org](mailto:Emergency_Management_and_Life_Safety@carilionclinic.org)

(540)524-8165