

Concierge Services at OhioHealth



“If It’s On Your
To-Do List, We Can
Do It For You.”

– Cornelius Concierge



What exactly is a concierge?

A concierge saves you valuable time and minimizes stress by taking care of the many details of daily life by running errands and completing time-consuming tasks. We are committed to making your life less complicated, your days more manageable and your free time more enjoyable. Best Upon Request’s motto, “We ease the day ... You seize the day!”® captures the value that concierges bring to the employees of OhioHealth.

How much does it cost?

The concierge service is FREE. You are only responsible for the costs of the goods and services requested on your behalf and a \$0.51/mile mileage reimbursement if the concierge is performing a request for you in their vehicle.

How do I contact the concierge office?

The main office is located in Riverside Methodist on the first floor, in the green area, next to the medical library. All associates may call the main office number at (614) 566-2922. Grant Medical associates can call (614) 566-9034. Before visiting us at our office, please call ahead to confirm we’ll be in. We are out periodically fulfilling requests for our customers. See office hours below.

How does the program work?

Please complete a short and confidential “Sign Me Up” form to allow Best Upon Request to act on your behalf. Then call, e-mail or visit the concierge to discuss the details of your request. It’s as simple as that! The concierge will give you an estimated turnaround time and will contact you when the request is completed. You pay for the goods you ask us to purchase and for the vendor services you request. We accept cash, personal checks and major credit cards. Your concierge can help you determine the best options for payment.

Examples of Services

- Lunch pick-up and delivery
- Vehicle servicing
- Information research
- Postal services
- Grocery shopping
- Administrative services
- Dry cleaning and alterations
- Event planning
- Employee awards and recognitions
- Reservations and tickets
- Gift wrapping
- Home services
- Pharmacy services
- Gift certificates

Best Upon Request at OhioHealth

Main Office Phone: (614) 566-2922 | Fax: (614) 566-6922 | Email: bestuponrequest@ohiohealth.com
Hours: 6:30 a.m. – 5:00 p.m., Monday through Friday
Grant Medical Center Phone: (614) 566-9034 | Fax: (614) 566-8045 | Email: jmarsha4@ohiohealth.com
Hours: 8:00 a.m. – 5:00 p.m., Monday through Friday

“We ease the day ... You seize the day!”®

Best Upon Request Can Assist You From A – Z

A

auto services,
alterations, address
change forms, air
charter, artwork
framing

B

bakery orders,
balloons,
bouquets,
banking, bus route
information

C

catering,
courier service,
confectionery items,
camera repair,
classroom treats

D

decorations,
dry cleaning,
directions,
discounts, dog
food, dishes, DVDs

E

emissions testing,
event planning,
eyeglass repair,
entertainment,
exercise equipment

F

floral
arrangements,
food pick-up/
delivery, film
developing

G

groceries,
gift wrapping,
gift certificates,
gift baskets,
gourmet foods

H

handyman services,
house-sitting, hotel
accommodations,
house cleaning
referrals

I

information
research,
interpreter, ice
cream, interior
design

J

jewelry repair, judo
lessons, jackets,
jelly beans, jazz
club locations

K

key duplication,
kennel
information,
kitchenware, kites

L

landscaping,
library book return,
license renewal,
leather cleaning,
luggage repair

M

moving/storage,
maps, mail pick-
up, movie passes

N

newspapers,
natural foods,
nylons, nuts, nail
polish

O

olive oil, odd jobs,
opera tickets, oil
painting, official
documents, opals

P

personal
shopping, plumber
referrals, pizza
pick-up, pet-sitting
referrals

Q

quiche orders,
quilt shopping,
quit smoking
programs, quality
products

R

rentals,
reservations,
referrals, restaurant
information,
racetracks

S

shoe shine and
repair, shipping,
spa services,
stamps, school
supplies

T

tailoring, tuxedo
orders, tax forms,
travel, ticket
procurement,
theater schedule

U

upholstery
repair, umbrella
purchasing,
underwater
adventures

V

vehicle rental,
video returns,
vegetarian items,
volleyballs,
visitors bureau

W

window washing,
wedding gifts,
watch repair and
battery replacement,
whimsical items

X

xeroxing, x-ray
pick-up/delivery,
xylophones and
band instruments

Y

yard work, yoga
class schedules,
yogurt, youth
activity information

Z

zoo information,
zipper repair, zip
code research,
zinnias pick-up

... Make your request today!

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