

# School Health Office Supply List

The Health Office Supply List has been created to assist schools as they consider the equipment and supplies needed to stock school health offices. This is not an all-inclusive list but intended to guide discussions and most likely will need modifications based on the requirements of each health office and needs of the student population being served.

Some considerations when placing orders for supplies may include:

- Determine if the school has a budget for health office supplies and how that budget is developed. What is the budget period? Can funds be carried over between budget years?
- Schools have many types of budgets with some specific requirements for the use of those funds and some health office supplies may qualify. Examples include funding through Health and Safety or Custodial Department.
- Determine who is responsible to actual order the supplies. Does the district use a specific vendor for supplies? How often can ordering be done during the budget year?

## Recommended Health Office Supplies

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Furnishings	
Cabinets with locking capabilities <i>May be used for medication and supply storage</i>	Hand soap and dispenser
Cots	Paper towels and dispenser
Desk	Privacy dividers <i>e.g. room dividers or privacy curtains</i>
File cabinet with locking capabilities	Refrigerator with freezer
Hand sanitizer and dispenser	Sink
Medical Equipment	
Blood pressure cuff <i>Various sizes – pediatric and adult</i>	Personal Protective Equipment (PPE) <i>Bloodborne pathogen kit Eye protection (safety glasses or shield) Masks – respiratory Gloves – exam latex and powder free</i>
Stethoscope	Wheelchair <i>With footrests</i>
Thermometer <i>Oral, temporal and/or ear</i>	

SCHOOL HEALTH OFFICE SUPPLY LIST

<b>Medical Supplies</b>	
Applicators <i>Cotton and/or non-cotton tipped</i>	Fingernail clipper
Bandages <i>non-latex, various shapes and sizes</i> <i>Consider color for dark and light skin tones</i>	Hot/cold packs <i>Consider having both instant and reusable</i>
Cotton balls	Lotion <i>unscented</i>
Dental envelopes or tooth chest	Medical tape <i>non-adhesive</i> <i>Consider 1 inch clear and/or cloth</i>
Dental floss	Menstrual products <i>In addition to products available in bathrooms</i>
Dental wax <i>for braces</i>	Petroleum jelly
Dressings <i>Gauze pads – both sterile &amp; nonsterile</i> <i>Gauze rolled – nonsterile</i>	Safety pins
Emesis basin	Tongue depressors
Eye contact lens case	Tourniquet
Eye saline solution for contacts	Tweezers
Eyeglass repair kit	Wipes <i>unscented for personal hygiene</i>
Facial tissues	Ziplock bags
<b>Medication Supplies</b>	
Alcohol prep pads	Pill crusher
Drinking cups	Pill cutter
Medication cups <i>1 ounce size</i>	Refrigerator/freezer for medication storage <i>To be separate from refrigerator used for food</i>
Medication envelopes/containers <i>for fieldtrips</i>	Sharps container
Pill counter	
<b>Screening Supplies</b>	
Audiometer	Pen light
Batteries	Stadiometer to measure height (attach to wall)
Color vision book	Vision charts – <i>LEA and/or HOTV and Sloan</i>
Occluder	Weight scale
Otoscope	

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