



**Government of the District of Columbia  
Department of Health**



*Health Suite Equipment and Supplies*

**PART I - HEALTH SUITE EQUIPMENT**

In order to implement the District of Columbia School Health Nursing Program (DCSHNP) program leaders must accept responsibility for providing health suite supplies for immediate care. Supplies are ordered as necessary. The nurse should assume the responsibility to confer with the principal and/or designee in order to recommend supplies and equipment necessary for the provision of care.

Criteria	Met	Not Met	NA	Comments
1. Sink with hot and cold running water.				
2. Wall-mounted liquid soap dispensers adjacent to all sinks.				
3. Wall-mounted paper towel dispensers adjacent to all sinks.				
4. Double locked medication cabinet, or single locked medication cabinet with locked box to go inside.				
5. One resting cot for every 300 students, separated by privacy curtains or screens				
6. Refrigerator with icemaker or ice trays to provide ice for treating injuries.				
7. Desk with lockable drawers, adequate surface for telephone, work area and computer.				
8. Networked computer with monitor <ul style="list-style-type: none"> <li>▪ USB ports</li> <li>▪ printer</li> <li>▪ fax</li> <li>▪ security software to ensure confidentiality of information.</li> </ul>				
9. Separate dedicated phone line for the health suite office and fax. <ul style="list-style-type: none"> <li>▪ Phone line not shared among multiple users</li> <li>▪ One dedicated telephone number that routes directly to the health suite</li> </ul>				
10. Lockable file cabinets with a minimum of four drawers for the storage of confidential files and other materials.				

11. Balanced scale with height measuring device and/or a wall mounted height-measuring device.				
12. Reference materials including: <ul style="list-style-type: none"> <li>▪ first aid manual</li> <li>▪ medication reference</li> <li>▪ pediatric and/or adolescent health references</li> <li>▪ guide to specialized health care procedures</li> <li>▪ medical dictionary</li> <li>▪ physical assessment book</li> <li>▪ school health guidelines,</li> <li>▪ policies and procedures</li> </ul>				
13. Pedal controlled, covered waste receptacle with disposable liners.				
14. Washable surfaces or disposable sheeting to allow for disinfecting between students.				
15. Sharps container for disposal of hazardous medical waste and procedures for disposal of hazardous waste containers.				
16. Blankets and pillows with disposable or plastic covers.				
17. Folding screens or draperies to provide privacy in rest area.				
18. Eye wash station attached to water source for irrigating foreign substance eye injuries.				
19. First aid station with washable counter tops and adequate storage space.				
20. Clock with second hand, chairs, paper wastebasket, flashlight, and wheelchair.				
21. Peak flow meter with disposable mouthpieces.				
22. Sphygmomanometer and appropriate sized cuffs.				
23. Stethoscope				
24. Gooseneck and/or magnifying lamp				
25. Tape measure				
26. Magnifying glass				
27. Screening equipment as required by District of Columbia statutory and regulatory mandates				
28. Books and informational resources appropriate for the student population				
29. Office supplies (pens, pencils, etc.)				

**PART II – FIRST AID SUPPLIES** - At the time of the Health Suite Assessment please inventory the supplies listed below to determine the current supply.

Criteria	Met	Not Met	NA	Comments
1. Band-Aids <ul style="list-style-type: none"> <li>• 1000 1"1400 Students</li> <li>• 1000 ¾ "1400 Students</li> </ul>				
2. Tape of various widths, hypoallergenic				
3. Alcohol pads				
4. Emesis basins, 12 disposable				
5. Cold packs, reusable and disposable, 100 per 400 student				
6. Cotton -topped applicators, one (1) box CPR masks, pediatric and adult				
7. Germicidal wipes, one (1) container				
8. Eye pads, 100 sterile/400 students				
9. Synthetic or non-latex gloves, 20 boxes				
10. Masks, one (1) box				
11. Drinking water				
12. Cups <ul style="list-style-type: none"> <li>• Drinking: paper, 200 per 400 students</li> <li>• Medicine: plastic, 200/40 students</li> </ul>				
13. Paper towels with dispenser, one (1) case of 24 rolls				
14. Plastic bags, small and large re-sealable, 1000/400 student				
15. Roll paper for cots or examination table, one (1) case of 24 rolls				
16. Appropriate forms				
17. Assorted safety pins, one (1) bag				
18. Feminine sanitary napkins, 200 per 200 students				
19. Three (3) pairs of scissors (2 bandage and 1 office)				
20. Slings and/or triangular bandages,				
21. Soap (in a dispenser)				
22. Hand sanitizer				
23. Assorted splints				
24. Tissue, one (1) case of 24				
25. Air freshener (In bathroom only)				
26. Tongue blades, adult and pediatric, one (1) box/400 students				
27. Digital thermometers,				

28. Probe covers, 400/400 student				
29. Non-sterile 4 X 4's, 200/400 student				
30. Non-sterile 2 X 2's. 400/400 students				
31. Kling wrap, 10 yards each of 2", 3", and 4"				
32. Portable crisis kit (Run Bag)				
<p>33. First Aid Kits</p> <p>It is recommended that first aid kits be located in designated classrooms one on each floor of the school building. The number of kits will vary according to the size of the facility. The kits can be restocked from the health suite supplies.</p>				