

This includes things we may not need now, but may need in the future. It also includes some household items that office supply stores sell.

OFFICE SUPPLIES

1. hole punches (2 hole and 3 hole)
2. a desk set
3. file folders and file folder labels
4. chart dividers
5. copy paper
6. ink cartridges – HP 5740 and HP (psc) 2100
7. Dymo 150 label maker cartridges
8. staples and staplers
9. tape and tape dispenses
10. paper clips and paper binders (all sizes)
11. post it notes
12. “sign here” stickies
13. envelopes (all sizes)
14. adhesive labels 1 1/3 x 4
15. plastic sheet protectors
16. black sharpie markers and highlighters
17. black and red pens
18. brochure holders
19. scissors
20. desk lamps

HOUSEHOLD SUPPLES

21. single pot coffee packets
22. artificial sweetener packets
23. volunteer snacks
24. bottled water
25. plastic baskets and tubs (all sizes) for holding loose items
26. kitchen size garbage bags
27. magazine rack or basket
28. sterilizing wipes
29. Ziplock bags (all sizes)
30. paper towels, toilet paper and c-fold towels
31. cleaning products: Murphy oil soap, pine sol, 409, Lysol toilet bowl cleaner, furniture polish, etc

MEDICAL SUPPLIES

1. bandaids
2. alcohol swabs
3. gloves (all sized)
4. insulin supplies – lancets with devices and syringes
5. Welch Allyn thermometer probe covers
6. Blood pressure cuffs
7. Stethoscopes
8. Tests kits, including, but not limited to Strep tests, Influenza test, Urine dip stick test, hemocult cards, pregnancy tests
9. Exam table paper rolls
10. Chux pads (waterproof pads)
11. Antibiotic ointments
12. Paper exam gowns and drapes
13. Obstetrical towlets
14. Disinfecting wipes