

**State of New Hampshire
Point of Dispensing Standard Operating Guide**

Suggested Medical & First Aid Supplies for a Point-of-Dispensing

Medical Item	Dispensing	First Aid	Admin	Medical Item	Dispensing	First Aid	Admin
Alcohol prep pads	X	X		Glucometer		X	
Alcohol, Isopropyl		X		Glucometer strips		X	
Ammonia inhalants		X		Goggles, safety	X	X	
Antiseptic Betadine swabs		X		Gowns, paper, exam		X	
Antiseptic, Hibiclens, pint		X		Hand sanitizer, alcohol based.	X	X	X
Antiseptic, peroxide, hydrogen, 16 oz.		X		Lancets		X	
Bandage, elastic		X		Masks, surgical	X	X	
Band-Aids, ¾"	X	X		Needles, Safety Glide 23GX1"	X	X	
Benadryl, amps, 50 mg.		X		Orange juice, 6 oz. cans		X	
Benadryl, tabs, 25 mg.		X		Paper towels (for decontamination)	X	X	X
Biohazard bag	X	X		Paper, Kleenex, facial tissue	X	X	X
Biohazard sharps collector, large volume	X	X		Safety pins		X	X
Bleach – Gallon (For decontamination)	X	X		Scale, adult, digital	X	X	
Blood pressure cuffs (Adult Large)		X		Scissors, bandage		X	
Blood pressure cuffs (Adult)		X		Syringes, 3ccX23G, 1"	X		
Blood pressure cuffs (Child)		X		Syringes, 3ccX25G, 5/8"	X		
Broselow Tape	X	X		Tape, Micropore, 1"	X	X	
Compress, Cold Packs		X		Thermometer - Instant Read/Electronic	X	X	
Cotton balls	X	X		Thermometer probe covers	X	X	
Cotton tip, applicators, Sterile 6"		X		Tweezers		X	
CPR, mouth-to-mouth shield		X		Water, distilled, GL		X	
Depressor, tongue, 6"sterile		X		Wipes, sani-cloth,	X		
Drape sheets, paper		X					
Dressing, 4X4 gauze sponge		X					
Emesis basins		X					
Epinephrine amps., 1ml,		X					

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Flash light	X	X	X				
Flash light batteries	X	X	X				
Gloves, Nitrile, large, N/S	X	X					
Gloves, Nitrile, med., N/S	X	X					
Gloves, Nitrile, sm., N/S	X	X					

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Suggested Office & IT Supplies for a Point-of-Dispensing

POD Office Supplies	Staging Area	Pt. Area	POD Admin	Clerical	Dispensing	IT & Communication Equipment	Staging Area	Pt. Area	POD Admin	Clerical	Dispensing
Calculator, small			X	X		Computers			X	X	
Clipboards	X	X	X	X		Printers			X	X	
Computers			X	X		Printer Cartridges			X	X	
Highlighters, yellow			X	X		Printer Paper			X	X	
Paper clips			X	X		Internet Access (with backup connection)			X	X	
Paper, copier, 8 1/2x11			X	X		Printer Cable			X	X	
Pens, black	X		X	X	X	Computer/Ethernet Cable (CAT 5) 25 ft or longer			X	X	
Pens, red				X		Phone Cord 25 Ft or longer			X	X	
Permanent marker, black				X		Telephone			X	X	
Printer Supplies (Matching Ink Cartridges)			X	X		Fax Machine			X	X	
Printers			X	X		Surge Protectors			X	X	
Scissors				X		Bull Horn	X	X	X	X	X
Scotch tape & dispensers				X		Battery Operated AM/FM/Weatherband Radio			X		
Staple removers				X		2 Way Radio's	X	X	X	X	X
Staplers				X							
Staples				X							
Steno pads			X	X							
Tape, caution, yellow		X									
Trash Cans - Large	X	X	X	X	X						
Trash Cans - Small			X	X	X						
Waste liners	X		X	X	X						