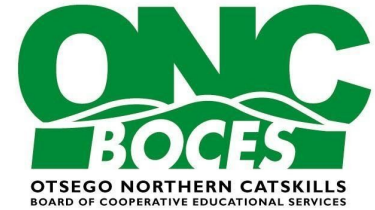


# Safety and Risk Management



Otsego Area Occupational Center  
1914 Co Hwy 35, Milford, NY 13807  
607-286-7715 Ext 2606, Fax: 607-286-3339

**Memo to:** School Nurses  
**From:** Carrie Gullestad-Safety and Risk Management  
**Date:** 01/08/2024  
**Subject:** Minimum Health Care Kits

Our office will again be putting together *minimum health care kits* to distribute to our participating districts. Please check your inventory to determine your needs for the 2024-25 school year and return by van mail attn: Carrie Gullestad or email me at cgullestad@oncboces.org. by June 30, 2024.

Please keep in mind if you have ordered large quantities for the past school year and have not yet used them, these kits can be used in the 2024-25 school year. All kits are dated and good for three years; therefore, **please check the gloves in any kits that are beyond the three-year-old mark and replace them.** Be sure to replace it with latex-free gloves, due to allergy issues. There is no need to discard all the contents since the paper towels, storage bags, the moist towelettes and band aids should still be usable.

All minimum health care kits will be delivered to your school district right before the start of the new school year. As always, we certainly appreciate your patronage with our service.

<b>School District or Program:</b>	_____
<b>Number of Kits Needed:</b>	_____ <b>Medium</b>
<b>Available sizes: Medium, Large, X-Large</b>	_____ <b>Large</b>
<b>(If you need something other than what is offered, please note and we will see what we can do to accommodate you.)</b>	_____ <b>X-Large</b>
	_____ <b>Total Kits</b>