

Name of Room	Sq Ft	# needed	Total Sq footage	Purpose of Room	Needs
Exam Room	150	18	2700	Used to obtain the tissue sample	Will need to have a bed, Mayo stand for equipment, chairs, trash/linen receptacles, outlets, sink, room to store supplies (including linens)
Lab Rooms	200	2	400	Used to process samples	Needs tables, chairs, outlets, one room needs a sink
Front Desk	150	1	150	Welcome donors	Tables, chairs, room to store water
Check-Out	150	1	150	Thank donors, distribute gifts	Table, chairs, room to store gifts & t-shirts
Work Room	300	1	300	Place for docs & vols to congregate during the day	Needs tables, chairs, trash cans, safe place for purse/coat storage
Consenting Area	1500	1	1500	Place for donors to wait and also fill out paperwork	Tables, chairs, room to store paperwork and other supplies
Electronic Quest.	500	1	500	Place for donors to complete electronic questionnaire	Tables, chairs, outlets for computers
Phlebotomy Area	150	4	600	Place for donors to donate blood	Tables, chairs appropriate for donors and phlebotomists, room to store materials
Conference Room	500	1	500	Place for volunteers to eat	Tables, chairs, trash cans; room for food buffet and space for 50 volunteers to eat at once
Storage/trash area	250	1	250	Place to store trash & biohazard	Just until the end of the day