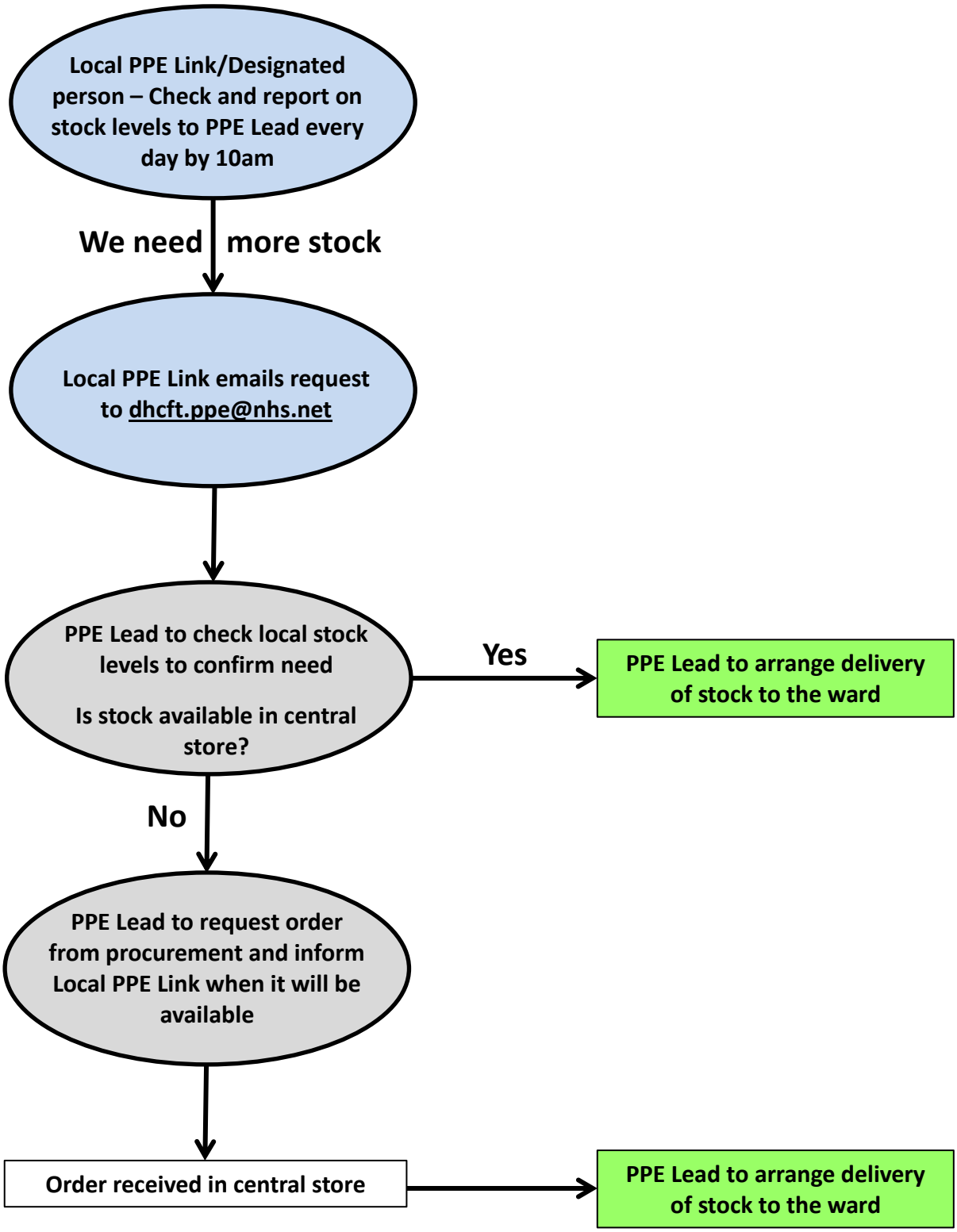REQUESTING PPE – INPATIENT AREAS