

**Schedule 2
Controlled Drugs Register**

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Name and Address of Practice

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Drugs requiring Record Keeping

The following list of Schedule 2 Controlled Drugs should be recorded in this Register.

alfentanil	Durogesic®	Oramorph Conc Soln®,	Ritalin®
amfetamine	fentanyl	Oramorph® UDV 30mg, 100mg	Seconal sodium®
cocaine	hydromorphone	Oramorph SR®	Sevredol®
codeine phosphate injection	Marinol®	oxycodone	Sublimaze®
Cyclimorph®	methadone	Palfium®	Synastone®
dexamfetamine	Methadose®	Palladone SR®	Tuinal®
Dexedrine®	Methex®	Pamergan P100®	Ultiva®
dextromoramide tartrate	methylamfetamine	papaveretum	
DF118 injection®	methylphenidate	pethidine	List compiled February 2005 but you
Diagesil®	Minijet Morphine®	phenazocine	must refer to a current issue of the
diamorphine	Morcap SR®	Physeptone®	BNF if in doubt of correct legal
Diconal®	morphine	quinalbarbitone/secobarbital	classification.
dihydrocodeine injection	MST Continus®	Rapifen®	
dipipanone HCl	MXL®	Rapiject®	
dronabinol	Narphen®	remifentanil	

Unique Register Reference Number

D 03227

Record Keeping Regulations

A separate page of this register must be used for what the Regulations describe as each class of drug.

A class is any of the drugs specified together with its salts and stereoisomers and also includes preparations containing these drugs.

The class of drug to which any page of a register relates must be given at the head of the page.

Entries should be made on the day of the receipt/supply (or on the next day if this is not possible).

Records must show:

- entries written by hand in chronological sequence (ie date order) in ink or otherwise so as to be indelible
- the date of receiving or supply (supply includes dispensing and personal administration)
- the name and address of person, firm or institution to whom or from whom the supply was obtained or made
- amount obtained or supplied
- form in which it is obtained or supplied
- authority of person supplied to be in possession*

Avoid abbreviations whenever possible.

NO ATTEMPT SHOULD BE MADE TO REMOVE PAGES. Entries should not be altered, erased or obliterated. If an error is made, astensk the incorrect entry and then on the line below write "incorrect entry above, should read..." Sign and date the amendment.

Patient returns must NOT be recorded in this Purchases and Supplies Controlled Drugs Register.

The columns, 'Batch Number' and 'Quantity obtained/supplied to date' are not legally required to be completed. You may make entries in these columns as good practice.

The blank column on the far right of the supply page may be used to record signatures or for any other lawful purpose.

*In the case of Personal Administration the 'Authority' to be recorded will be the GP administering the Controlled Drug. Where the drug has been supplied under the authority of a valid prescription the name of the doctor signing the prescription should be recorded.

001 Record of Obtaining of Diamorphine 10mg in

Date on which supply received	NAME	ADDRESS	Amount obtained	Form in which obtained	Batch Number	Quantity obtained to date
	of person or firm from whom obtained					
4-1-03	Rowlands Chemist		1.	1.	BN 42107	1
17-8-06	OUT OF DATE DESTROYED S.M.W. BALANCE 0. Witness - <i>[Signature]</i> reg no 73069. S.M.W.S					

Destruction of Schedule 2 Controlled Drugs - The Law

There will be occasions when a surgery wishes to destroy Schedule 2 Controlled Drugs. There are two clear categories of such, patient returns and contractor's own unissued stock. Such drugs should be destroyed or denatured to the extent that they cannot be recovered, retrieved and re-used; and may then be disposed of as normal pharmaceutical waste.

Patient returns – which if you choose to accept them, may be destroyed by the surgery/pharmacy. The receipt and destruction of such must not be recorded in this register

Contractor's own unissued stock – The destruction of these must be either recorded in this register, or usually in the case of Controlled Drugs, held in a doctor's bag in the register of the person or institution from which the drugs were originally obtained (for the doctor's bag), and therefore such out of date drugs should be returned to the supplying chemist or surgery. Contractor's own unissued stock, usually, will only need to be destroyed because it is out of date stock and if Schedule 2 Controlled Drugs would have been recorded by law, in a purchases register. The surgery unissued stock cannot be destroyed without an approved outside witness. Such persons are any serving Police Officer, Home Office Inspector, RPSGB Inspector and other persons authorised by The Secretary of State. These may include certain Medical or Pharmaceutical advisers. All Health Authorities or Boards include some such authorised persons. This authorised person can only witness destruction. The Home Office states they should not be given the drugs to take away for destruction. They may however take a small sample of the drug which is to be destroyed for forensic purposes. The Controlled Drugs register of purchases and supplies should record the particulars of the date of destruction, the form and quantity of the drug destroyed. This must be signed and dated by the authorised person who has been present and witnessed the destruction.

It should be noted that the Royal Pharmaceutical Society Inspectors do not under normal circumstances witness destruction of Controlled Drugs in doctors' surgeries

Recycling - The Law

The Home Office view is that it is illegal to recycle returned Controlled Drugs. The P.P.A. states that it is fraudulent to claim for recycled Controlled Drugs for drug cost and that they cannot pay the dispensing fee on its own. Once dispensed Controlled Drugs have left the surgery/pharmacy, they cannot be re-used. Patient returns, if the surgery/pharmacy chooses to accept them, may be destroyed by them without an outside witness or any record.