Controlled Substances and Dangerous Drugs News

Danisha Biossat, Manager
Office of Research Integrity and Compliance
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In This Presentation

- CS/DD PROGRAMS
- NEW FORMS
- NEW TRAINING
- COMING UP!
CS/DD Programs

• Registration Assistance
  – Review requirements for license applications (GDNA/DEA)
  – Advise on space and things you will need for a successful review of your application
  – Any other questions or concerns

• QA/QI Assistance
  – We will go to your site and review your logs and documents, and drug storage in preparation for an audit.
  – After the visit, we will draw a report to help you improve your current activities.
New Forms

• We have updated several of our CS/DD forms on our website
• Some forms now have instructions and a go-by form to help with the use of them
• In the following slides, we can see the forms that have been updated
• Find the forms at https://rcra.emory.edu/oric/controlled-substances/forms.html
New Forms

Controlled Substances:

- DEA Schedule I Pre-inspection checklist
- SOP for the Report of Loss or Theft of Controlled Substances (Due Diligence Security Process) PDF
  - Please, save this with your records before your pre-inspection
- Form 1: Controlled Substances Self-Inspection (DOCX)
- Form 2: Controlled Substance Access Log (EXCEL)
- Form 3: Emory University Employee and Agent Screening Statement (DOCX)
- Form 4: Controlled Substance Authorized User Signature Log (EXCEL)
- Form 5: Controlled Substances Discrepancy Report Form (DOCX)
- Form 6: Controlled Substances Inventory (DOCX). UPDATED: This form contains the following forms:
  - 6A- Initial Inventory before receiving drug but after receiving the DEA license
  - 6B- Annual or Biennial Inventory
- Form 7: Controlled Substance Current Use & Disposition Log (DOCX) UPDATED
- Form 8: Order/Receipt Log for Schedules I & II Controlled Substances (EXCEL)
- Form 9: Order/Receipt Log for Schedules III - V Controlled Substances (EXCEL)
- Form 10: DEA Power of Attorney (PDF)
- Form 11: Controlled Substance Dilution Use Log (DOCX) UPDATED
- Form 12: Chain of Custody (DOCX)
- Form 13a: Use and Disposition Log Prescription (EXCEL)
- Form 13b: Disposal Log Prescription (EXCEL)
- Form 14: Internal Transfer Form (DOCX)- NEW- Contact oric@emory.edu before using this form or transferring any medication.
New Forms

Dangerous Drugs:

- Dangerous Drugs Self-Inspection (DOCX)
- Form A: Dangerous Drugs Authorized User Signature Log (DOCX) - UPDATED
- Form B: Dangerous Drugs Order/Receipt Log (DOCX) - UPDATED
- Form C: Dangerous Drugs Use and Disposition Log (DOCX) - UPDATED
- Form D: Isoflurane Current Use and Disposition Log (DOCX) - UPDATED
- Form E: Dangerous Drugs Discrepancy Form (DOCX)
- Form F: Dilution log - NEW
- Form G: Working Instructions for Meloxicam* (Stock Bottle) Use and Disposition Log - UPDATED
- Form H: Working Instructions for Meloxicam* Dilution Use and Disposition Log - UPDATED
New CS/DD Training

• Our training for using CS and DD in research has been updated and is now available in Brainier!
• The training has been updated to be more interactive and provide all the necessary information!
• How to Register?
  • After logging in at ELMS login, go to "Learning Management-Brainier."
  • Under "All Learning," click on "Browse by Title" and search for "dangerous drugs" or "controlled" to find the training you need.
  • After the training, complete the survey and attestation to receive a certificate.
• More information at https://rcra.emory.edu/oric/controlled-substances/training.html
Coming up!

Our group is working on having specific CS/DD meetings with investigators via Zoom each month.

Stay tuned for more details starting in September!
Our Contact Information

Maria Davila (Director): maria.davila@emory.edu

Margaret Huber (Compliance Manager): mhuber@emory.edu

Danisha Biossat (Compliance Manager): danisha.biossat@emory.edu

More contact information at https://rcra.emory.edu/about/contact-us/oric.html
Thank you