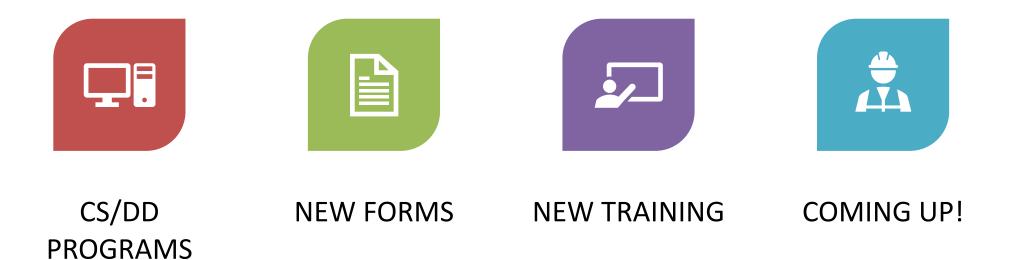
# Controlled Substances and Dangerous Drugs News

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### **In This Presentation**



### 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
  <u>https://rcra.emory.edu/oric/controlle</u>
  <u>d-substances/forms.html</u>



#### **New Forms**

#### **Controlled Substances:**

- DEA Schedule I Pre-inspection checklist
- <u>SOP for the Report of Loss or Theft of Controlled Substances</u> (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 <u>oric@emory.edu</u> 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 <u>ELMS login</u>, 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 <u>https://rcra.emory.edu/oric/controlled-</u> <u>substances/training.html</u>

## 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

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More contact information at <u>https://rcra.emory.edu/about/contact-us/oric.html</u>



### Thank you

