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| <b>Name of Policy:</b> <u>Utilization of Controlled Substances</u><br><b>Policy Number:</b> 3364-110-05-05<br><b>Department:</b> Nursing Service<br><b>Approving Officer:</b> AVP Patient Care Services/CNO<br><b>Responsible Agent:</b> AVP Patient Care Services /CNO<br><b>Scope:</b> The University of Toledo Medical Center |   |
| <input type="checkbox"/> New policy proposal<br><input type="checkbox"/> Major revision of existing policy   | <input type="checkbox"/> Minor/technical revision of existing policy<br><input checked="" type="checkbox"/> Reaffirmation of existing policy |
| <b>Effective Date:</b> 3/1/2021<br><b>Initial Effective Date:</b> 5/1981   |  |

### (A) Policy Statement

Utilization and administration of controlled substances must be done in accordance with this established policy and the Pharmacy Controlled Substance Policy #3364-133-04, which are in compliance with established federal and state guidelines.

### (B) Purpose of Policy

To establish safe and consistent guidelines for the utilization and management of controlled substances by nursing personnel. The use of controlled substances is regulated by the Ohio Revised Code and Public Law #01-513, The Controlled Substance Act of 1970 and enforced by the Drug Enforcement Agency.

### (C) Definitions

Controlled substances are classified in five categories or schedules as follows:

Schedule I: The drug has a high potential for abuse; has no accepted medical use in the U.S.A.; or may be a research drug and is a lack of accepted safety for use of the drug. Example: Heroin.

Schedule II: The drug has a high potential for abuse; has accepted medical use in the U.S.A. with severe restrictions; abuse of the drug may lead to severe psychological or physical dependence. Example: Percocet, Demerol.

Schedule III: The drug has potential for abuse less than drugs in Schedule I and II; has accepted medical use in the U.S.A; abuse of the drug may lead to moderate or low physical dependence or high psychological dependence. Example: Tylenol #3, Fiorinal.

Schedule IV: The drug has a low potential for abuse relative to the drugs in Schedule III; has a currently accepted medical use in the U.S.A; abuse of the drug may lead to limited physical dependence or psychological dependence relative to the drugs in Schedule III. Example: Valium, Phenobarbital.

Schedule V: The drug has a low potential for abuse relative to the drugs in Schedule IV; has currently accepted medical use in the U.S.A; abuse of the drug may lead to limited physical dependence or psychological dependence relative to the drugs in Schedule IV. Example: Lomotil, Robitussin AC.

### (C) Procedure

1. Controlled substances in Schedule I and II and selected drugs in Schedule III, IV and V must be maintained in locked quarters at all times. These selected drugs are determined at the discretion of the Pharmacy Department.
2. Each nursing unit will have a standard stock of drugs in the Accudose medication station, which is

