### PURPOSE

To assure proper use of, accounting for, and disposal of controlled substances, such as drugs and biologicals in the home.

### POLICY

Ohio Living Home Health voluntarily adheres to a controlled drug reporting process.

### PROCEDURE

1. Controlled substances will be distributed directly to the patient or his/her representative. The dispensing pharmacist is responsible for monitoring the amount of drug issued and the length of time between renewals.
2. An informal documentation procedure for the patient and family/caregiver may be outlined for use when organization personnel are not present in the home.
3. When a home care patient no longer has a need for a controlled substance the clinician should instruct the patient and/or the family/caregiver to dispose of the drugs.
4. The clinician should document in the clinical record that the patient and family/caregiver were instructed to dispose of medications and took responsibility to do so.
5. Organization personnel will not dispose of any patient medications