

## **GUIDELINES**

October 2001

### **Operational Procedures for Schedule 1091, Benzodiazepines and other Targeted Substances Regulations**

The Inter-Provincial Pharmacy Regulatory Committee (IPRC, Registrars) of the National Association of Pharmacy Regulatory Authorities (NAPRA) have developed the following operational policies for the incorporation of Schedule 1091 into community and hospital pharmacy practice.

#### 1. Advertising

Notwithstanding provincial rules permitting the advertising of drugs, targeted substances cannot be advertised to the public.

#### 2. Diversion

Any loss or theft of targeted substances must be reported to the federal Minister of Health within 10 days of discovery and a copy of the report is to be forwarded to the provincial pharmacy regulatory authority. Loss and theft reporting forms are available through the federal Office of Controlled Substances , Compliance, Monitoring and Liaison Division, Address Locator 3502B, or by telephone at 613-954-1541 or by fax at 613-957-0110.

#### 3. Pharmacists receiving targeted substances

Pharmacists receiving targeted substances from a licensed dealer, another pharmacy or a hospital must keep a record (either in a register or an invoice record system) showing the brand name, quantity (where applicable including package size and number of packages), strength, the name and address of the supplier, and the date it was received.

#### 4. Pharmacists' prescription records

Pharmacists are required to keep on file all written prescriptions and a written record of verbal prescriptions for two years from the last filling date.

Prescriptions for targeted substances may be filed in the regular prescriptions and not in the separate file created for narcotic and controlled medications.

5. Prescription refills

The pharmacist can refill a prescription for a targeted substance where refills are authorized from the practitioner and the pharmacist makes documentation at the time of the refill. Refills must be provided in accordance to the interval, should that be, identified on the prescription.

A prescription cannot be refilled one year after the date on the prescription regardless of remaining refills.

6. Prescription transfers

A pharmacist may transfer the remaining refills of a prescription to another pharmacist in another pharmacy. Section 54 prohibits the further transfer of the prescription, once it has been received by a second pharmacy. As with schedule F medication, a prescription cannot be transferred more than once by any one pharmacist. The pharmacist receiving the transferred prescription **may not** further transfer remaining refills.

7. Prescribers of targeted substances

Only a licensed medical, dental or veterinary practitioner can prescribe a targeted substance.

8. Destruction of targeted substances

If the pharmacist deems it appropriate to destroy targeted substances, prior approval from Health Canada is not required. However, records including the name, strength per unit, and quantity of the targeted substance destroyed must be kept for 2 years, or longer if required by provincial or territorial pharmacy legislation.

The destruction must render the product unusable and be witnessed by another health care professional.

9. “Double-doctoring” and possession

As described in section 4 of the *Controlled Drugs and Substances Act*, “double-doctoring” and rules for possession apply for targeted substances.

10. Exporting targeted substances

The regulations prohibit the exportation of targeted substances, by pharmacists, including through the mail, pursuant to a prescription, for a patient residing outside of Canada.