

PRINCE EDWARD ISLAND  
***PHARMACY BOARD***

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*Member Organization of the National Association of Pharmacy Regulatory Authorities (NAPRA)*

**BOARD Policy**  
**Destruction of Unusable and Expired Narcotic and Controlled Drugs**

January 2009

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In accordance with the Compliance Unit of the federal government's Office of Controlled Substances:

- Requests for authorization to destroy unusable narcotic and controlled drugs should be mailed or faxed to:

Compliance, Monitoring and Liaison Division  
Office of Controlled Substances  
Drug Strategy and Controlled Substances Programme  
Health Canada  
Address Locator: 3502B  
Ottawa, Ontario K1A 1B9

Facsimile: (613) 957-0110

Telephone: (613) 954-1541 (for clarification purposes only)

- The Request must include the pharmacy's full name and address and a list of the drug to be destroyed, including the name, quantity, strength, lot number and expiry date of the drugs. There must be one list for drugs from inventory and a separate list for any drugs that may have been returned by patients. The request must also include the pharmacist's full name (printed) and license number.
- Solid dosage forms need to be counted. Liquids can be visually estimated.
- Telephone requests for destruction will not be accepted.
- Destruction requests are no longer accepted by the regional office in Halifax.
- When the written "Authorization to Destroy" is received, the drugs may be disposed of in a safe and effective manner by one of the following methods:
  - Incinerate at a high temperature.
  - Add plaster of paris to a slurry to harden the mixture, and dispose of the container in a landfill.
  - Make a slurry that renders the drugs unusable and dispose in a manner consistent with local municipal environmental policies.
- The destruction must be witnessed by another health care professional.
- The name, strength and quantity of the drugs destroyed must be recorded and these records kept for 2 years.