



**The Commonwealth of Massachusetts**  
**Executive Office of Health and Human Services**  
**Department of Public Health**  
**Bureau of Health Care Safety and Quality**  
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**DPH ADVISORY**

**TO:** Long-Term Care Facility Administrators Level IV

**From:** Alice Bonner, Ph. D., R.N. Bureau Director  
Jill Mazzola, Assistant Director Survey Operations

**Date:** May 18, 2010

**Subject:** Controlled Drug Waiver Application

**Notice of Change of Form and Fax Number**

In a Level IV facility the administration of all Federal Controlled Substances not exempt in regulation 105 CMR 150.008 (C) (2) (b) must be approved by the Massachusetts Department of Public Health (Department). This requires that the rest home staff obtain written approval by the Department for the resident's medication. The Department has designed a new **Controlled Drug Waiver Application** form.

A copy of the new form is enclosed with this notice. A copy of the new form may also be obtained from the Massachusetts Department of Public Health/ Division of Health Care Quality website at:

[http://www.mass.gov/Eeohhs2/docs/dph/quality/healthcare/rest\\_home\\_drug\\_waiver.pdf](http://www.mass.gov/Eeohhs2/docs/dph/quality/healthcare/rest_home_drug_waiver.pdf):

Please begin using the **NEW FORM** and **NEW FACSMILE (FAX)** number. Please fax the completed form to Jill Ditocco, DPH/ Division of Health Care Quality at 617-753-8049. When filling out the waiver forms, please be accurate and verify that all the information is complete.

If you have any questions about this issue, please call Jill Ditocco, DPH/Division of Health Care Quality at (617) 753-7345.

(W) LTC Level IV Drug Waiver 5.10 doc