

# The Commonwealth of Massachusetts

Executive Office of Health and Human Services

Department of Public Health

Bureau of Health Professions Licensure

Drug Control Program

250 Washington Street, 3<sup>rd</sup> Floor

Boston, MA 02108

Tel: 617-973-0800

TTY : 617-973-0988

[www.mass.gov/dph/boards](http://www.mass.gov/dph/boards)

## **Drug Control Program Policy on Drug Security for Ambulance Services**

Each Ambulance Service must possess a current Hospital Affiliation Agreement and a drug security policy that includes procedures for the documentation, storage, access, and inventory of Schedule II-VI drugs, and, at minimum include the following:

- EMTs will have access to Schedule VI medications and Buprenorphine only (See Protocol 6.18).
- A current list of all approved medications.
- Schedule II, III, and IV controlled substances are properly secured either in the ambulance or the fixed facility and accessed by licensed, authorized personnel only.
- If medications are stored on the Ambulance, Ambulance doors are locked when the ambulance is not in use.
- Cabinets containing Schedule II, III, and IV controlled substances are uniquely keyed drug boxes, secured by numbered seals.
- A licensed, authorized person conduct a physical integrity examination of the plastic numbered seal(s) at each change of shift for any signs of tampering and verifies the seal number(s) in the narcotic accountability inventory system.
- Schedule II, III, and IV controlled substance kits are opened at least once every seven days for a physical narcotic count/integrity examination of controlled substances by a licensed, authorized person.
- All medications in Schedules II-VI must be inspected monthly for expired or outdated substances.
- A licensed Supervisor routinely (monthly) reviews all trip sheets and documentation where Schedule II, III, or IV controlled substances were utilized.
- Wasted Schedule II, III or IV controlled substances are documented correctly in the narcotic accountability system by two licensed, authorized individuals. All contaminated, refused, wasted, or expired Schedule VI controlled substances must be appropriately disposed and documented.