

LOCK

Every drug must be kept safe and secure!

Storage areas are always locked except for dispensing or restocking.

Tips for securely storing controlled drugs

Only authorized staff have access to locked storage areas. Keep keys in a safe place at all times.

Controlled drugs are stored securely in an area closed to clients.

Two security features such as double locks are helpful.

Controlled drugs transported in a mobile facility must remain in a locked container and should not be left unattended.

Storage areas such as safes, metal cabinets and automated dispensing cabinets minimize the risk of theft.

QUESTIONS?

Please contact the College's Practice Advisory Service:
(519) 824-5600 Ext. 2401 or 1 (800) 424-2856
cvo.org/lock



TIP SHEET

Every drug must be kept safe and secure

Protect all drugs from unauthorized access:



Prevent the theft of drugs by keeping doors and windows of the facility secured.



Access is limited to trained and trusted staff.

1 Store drugs appropriately to maintain safety and efficacy:

- Store drugs and biologics at the proper temperature and according to the manufacturer's recommendations.
- Dispense a drug in a child resistant package when possible and appropriate.

2 Always store controlled drugs securely:

- The law is clear that veterinarians, in particular the facility director, are responsible for the access to and the use of any controlled substances in an accredited facility.
- Veterinarians must protect controlled substances in their possession from loss and theft.
- Keep all controlled drugs and narcotics in a locked storage area designed and constructed to ensure the reasonable security of the controlled substances.

3 Tips for securely storing controlled drugs:

- Only authorized staff have access to keys or codes to locked storage areas. Keep keys in a safe place at all times.
- Controlled drugs are stored in an area closed to clients.
- Storage areas are always locked except for dispensing or restocking.
- Controlled drugs transported in a mobile facility must remain in a locked container and should not be left unattended.
- Two security features such as double locks are helpful.
- Storage areas such as safes, metal cabinets and automated dispensing cabinets minimize the risk of theft.

Further information:

1. Management and Disposal of Controlled Drugs – Professional Practice Standard
2. Management and Disposal of Controlled Drugs – A Guide to the Standard
3. Accreditation Standards for Veterinary Facilities in Ontario
4. Dispensing a Drug – Professional Practice Standard