

Purpose

The purpose of this policy is to provide members of the Cecil County Sheriff's Office with guidance regarding the Prescription Drug Drop Box Program.

Policy

The Cecil County Sheriff's Office will maintain a "Prescription Drug Drop Box" in the lobby of the sheriff's office in order to provide citizens with a safe and anonymous way of disposing of expired or unwanted medications. The drop box is securely affixed to the floor and is monitored by a surveillance camera in the lobby as well as being within sight of the duty officer. The drop box is available 24 hours a day, seven days a week.

In addition to providing citizens with a safe and secure way to dispose of prescription and over-the-counter drugs, it provides an environmentally friendly alternative to other methods of disposal. The program will aid in reducing accidental poisonings, reduce crime related to prescription drug abuse, burglary, and drug misuse. Environmentally, it will help prevent tainted water supplies and will keep these drugs out of landfills.

The Prescription Drug Drop Box is clearly marked for identification and includes instructions for residents. The following conditions will apply:

Accepted:

Prescriptions
Prescription Patches
Prescription Medications
Vitamins
Samples
Pet Medications
Over the Counter Meds

Not Accepted:

Inhalers
Aerosol Cans
Liquids
Needles - Sharps
Medications from Businesses/Clinics
Lotions
Illegal Drugs
Thermometers
IV Bags - Tubing
Bloody or Infectious Waste
Trash
Loose pills
Personal hygiene items

Procedures**A. Oversight**

This program will be overseen by the Administrative Lieutenant who will have access to the keyed drop box. The Operations Commander Captain will also maintain a key. The Lieutenant will coordinate with the Evidence/Property Deputy to regularly collect and document the contents. The Administrative Lieutenant and Evidence/Property Deputy will physically be present for each removal and documentation.

B. Internal Reporting

A case number will be assigned each time the box is emptied, a report will be submitted for "CDS/Drug Turn In", and an Property Record inventory number will be assigned for the total amount of property recovered from the box. Universal precautions will be used when handling any of these medications and personal protective equipment will be used when handling those items to include gloves. The CCSO Property Record will be kept for informational purposes containing the total weight and will be maintained by the Evidence/Property Deputy each time the box is emptied and a copy will be placed in Central Records along with the report. The collected items will be placed into a box, marked with the case number and Property Record number, sealed with evidence tape and initialed by the Administrative Lieutenant and Evidence/ Property Deputy.

C. Destruction & Reporting

All collected items will be destroyed in the same manner as other found/recovered Controlled Dangerous Substances (CDS) and witnessed by a command staff member of the rank of Lieutenant or above. A yearly report summarizing the amounts and disposal of items received in the Prescription Drug Drop Box will be forwarded to the Drug Enforcement Administration (DEA) Baltimore Office Special Agent in Charge (SAC).

Reference

21 CFR 1307.21