

**POLICY AND PROCEDURE MANUAL  
PHARMACY SERVICES**

CODE: 2.04.2  
DATE: 12/27/04  
REVISED: 7/26/19, 4/19/22  
APPROVED: Think Tran, Pharm. D.  
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SECTION: **CLINIC PHARMACY  
OUTPATIENT SERVICES**  
SUBJECT: **TAMPER-RESISTANT CONTROLLED SUBSTANCE PRESCRIPTIONS**

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POLICY

The Outpatient Pharmacy will accept only tamper-resistant prescriptions for controlled substances listed in Schedules II - V. Moreover, these prescriptions will only be dispensed if they are written by Rancho providers. The signature and date on each prescription shall be wholly written in ink or indelible pencil in the handwriting of the prescriber. All other required information may be written by the prescriber or his/her agent. No refills are permitted for schedule II prescriptions. Schedule III-V prescription refills are limited to 5 refills and not exceed a cumulative quantity of 120-day supply. A controlled substance prescription is valid for 6 months from the date that it is written.

PROCEDURE

A The pharmacist will dispense prescriptions for controlled substances listed in Schedules II- V, provided these prescriptions are written on tamper-resistant forms from a State approved security printer with the following features:

1. A latent, repetitive "void" pattern shall be printed across the entire front of the prescription blank; if a prescription is scanned or photocopied on a color copier, the word "void" shall appear in a pattern across the entire front of the prescription.
2. A watermark shall be printed on the backside of the prescription blank; the watermark shall consist of the words "California Security Prescription."
3. A chemical void protection that prevents alteration by chemical washing.
4. A feature printed in thermo-chromic ink, that changes color when exposed to heat.
5. An area of opaque writing so that the writing disappears if the prescription is lightened.
6. A description of the security features included on each prescription form.
7. Six quantity check off boxes shall be printed on the form and the following quantities shall appear:
  - a. 1-24
  - b. 25-49
  - c. 50-74
  - d. 75-100
  - e. 101-150

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Approved By: 

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f. 151 and over

8. In conjunction with the quantity boxes, a space shall be provided to designate the units referenced in the quantity boxes when the drug is not in tablet or capsule form.
  9. Prescription blanks shall contain a statement printed on the bottom of the prescription blank that the "Prescription is void if the number of drugs prescribed is not noted."
  10. The preprinted name, category of licensure, California license number, and DEA controlled substance registration number of the prescribing practitioner and address of the prescribing practitioner.
  11. The date of origin of the prescription
  12. A check box indicating the prescriber's order not to substitute.
  13. An identifying number assigned to the approved security printer by the Department of Justice
  14. Each batch of controlled substance prescription forms shall have the lot number printed on the form and each form within that batch shall be numbered sequentially beginning with the numerical "1".
  15. Starting January 1, 2021, a unique serialized number in an approved format
- B. If a schedule II is written on the same blank with another prescription then separate according to the following:
1. Schedule II with a Schedule III-V: The original prescription is filed with the Schedule II prescriptions and a copy is filed with the Schedule III-V prescriptions.
  - 2 . Schedule II-V with a non-scheduled prescription: The original is filed in the appropriate controlled drug box and the copy is filed with the non-controlled prescriptions.
- C. Pharmacist shall file tamper-resistant prescriptions in Schedules III-V separate from regular prescriptions in the file boxes located next to the OP Pharmacy sink.
- D. Tamper-proof prescriptions in Schedule II shall be stored separately behind the yellow container for the blank "222" order forms in the locked cabinet above the OP pharmacy sink.
- E. At the end of each month the Controlled Drug Pharmacist will process and reconcile the schedule II prescriptions. A computer report is generated indicating all the Schedule II prescriptions dispensed for the month. The Controlled Drug Pharmacist reconciles this report with the hard copy prescriptions on file.