

FLORIDA DEPARTMENT OF CORRECTIONS  
OFFICE OF HEALTH SERVICES

HEALTH SERVICES BULLETIN NO: **15.14.01**

Page 1 of 2

SUBJECT: RETURN OF CERTAIN UNIT-DOSED MEDICATIONS

EFFECTIVE DATE: 07/31/2020

**I. PURPOSE:**

The purpose of this document is to provide instructions for the return of unit-dosed medications in accordance with Section [465.016\(1\)\(l\)](#), Florida Statutes and [Rule 64B16-28.118](#), Florida Administrative Code.

*These standards and responsibilities apply to both Department staff and Comprehensive Health Care Contractor (CHCC) staff.*

**II. DEFINITIONS:**

- A. **Unit-Dosed System**—is a system wherein all individually sealed unit-doses are physically connected as a unit. For purpose of rule [64B16-28.118](#), a product in an unopened, sealed, manufacture's container is deemed to be a unit dose package.
- B. **Closed Drug Delivery System**—is a system in which the actual control of the unit-dose medication is maintained by the facility rather than by the individual patients.

**III. ACTION:**

- A. Unused unit-doses of medication which have been dispensed to patients as direct observed therapy may be returned to the pharmacy for re-dispensing if the prescription has been maintained in a Closed Drug Delivery System and each dose is individually sealed and the individual unit-dose or unit-dose system is labeled with the name of the drug, dosage strength, manufacturer's control number, and expiration date, if any. Each time that unused medication is returned to the pharmacy for reuse health services staff will complete columns 1-6 of [DC4-797Q](#), *Return of Unit-Dosed Medication Log*. The person writing up the medications to be returned will print his/her name in the Health Services staff column. The institutional Health Services Administrator (HSA) or designee will sign the space provided at the bottom of the page before medications are returned verifying that the prescription has been maintained in a Closed Drug Delivery System and each dose is individually sealed and the individual unit-dose or unit-dose system is labeled with the name of the drug, dosage strength, manufacturer's control number, and expiration date, if any. The original [DC4-797Q](#), *Return of Unit-Dosed Medication Log*, shall be included with the returned medications. A copy of the [DC4-797Q](#) log shall be maintained by the sending facility's HSA for 2 years. Upon receipt of the returned medications each pharmacy shall complete columns 7-10, and maintain the logs for 2 years.

No pharmacy staff shall place into the stock of any pharmacy any part of any prescription, compounded or dispensed medication, which is returned to the pharmacy except under the following conditions:

SUBJECT: RETURN OF CERTAIN UNIT-DOSED MEDICATIONS

EFFECTIVE DATE: 07/31/2020

1. In a closed drug delivery system in which unit-dose medication is maintained by the health services staff.
  2. The unused unit-dose of medication may be returned to the pharmacy for re-dispensing only if each dose is individually sealed and if each unit-dose or the unit-dose system of which it is clearly a part is labeled with the name of the drug, dosage strength, manufacturer's control number, and expiration date, if any.
- B. Controlled Substances shall not be returned to the pharmacy for re-dispensing. All outdated or discontinued controlled substances shall be returned to our reverse distributor contractor and all forms documenting the return shall be maintained by the institution's Health Service Administrator for four (4) years. The facility's consultant pharmacist shall be contacted if there are any questions concerning return of controlled substances.
- C. No prescription which has been in the patient's possession may be returned to the pharmacy.

**IV. LOG:**

[DC4-797Q](#), *Return of Unit-Dosed Medication Log*, is to be used to document those medications being returned for reuse. The pharmacist's initials indicating this return of medication is mandatory on the log.

**V. RELEVANT FORMS AND DOCUMENT**

- A. [Florida Statute 465.016\(1\)\(l\)](#)
- B. [Florida Administrative Code 64B16-28.118](#)
- C. [DC4-797Q, Return of Unit-Dosed Medication Log](#)

Health Services Director

Date

This HSB Supersedes:

TI 15.14.01 dated 3/10/00, 6/17/02, 04/29/04, and 4/21/06.  
 HSB 15.14.01, 11/22/01, 08/12/14, AND 11/17/17