

481—553.4(124) Policies and procedures. Each registrant will have policies and procedures that identify, at a minimum:

553.4(1) Adequate storage to ensure security and proper storage conditions in accordance with product package labeling.

553.4(2) Access to controlled substances and records by employees of the registrant.

553.4(3) Proper disposition of controlled substances.

553.4(4) To the extent possible, the separation of duties related to the purchasing, receiving, stocking, dispensing, and reconciling of controlled substance inventory.

553.4(5) The reconciliation of controlled substances in Schedule II pursuant to subrule 553.6(3).

553.4(6) The accountability measures for controlled substances in Schedules III through V pursuant to subrule 553.6(2).

553.4(7) A controlled substance accountability program to document the review of controlled substance inventory adjustments, to review patterns of controlled substance loss, and to create an action plan following a report of theft or loss pursuant to subrule 553.7(3).

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