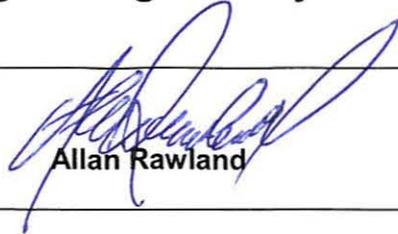


**County of San Bernardino
Department of Behavioral Health**

Disposal of Unknown and/or Illegal Drugs Policy

Effective Date 7/1/94
Revision Date 4/8/08



Allan Rawland

Policy It is the policy of the Department of Behavioral Health (DBH) to dispose of any unknown or illegal drugs obtained from a client, in treatment or otherwise on DBH premises, in a responsible and methodical manner.

Purpose To ensure the safety of DBH staff and clients, encourage a successful treatment and recovery process, and promote an illegal drug-free environment.

Responsibility It is the responsibility of the treating staff to order and participate in the disposal of unknown or illegal drugs.

Disposal Any combination of two of the following staff must be present during the disposal of unknown or illegal drugs:

- Alcohol and Drug Therapist
- Clinical Therapist
- Licensed Vocational Nurse (LVN)
- Licensed Psychiatric Technician (LPT)
- M.D.
- Psychiatrist
- Registered Nurse (RN)

Staff must dispose of the unknown or illegal drug(s) in a designated pharmaceutical waste bin and sign the applicable log.

Important: In circumstances when identification of the drug may be beneficial for treatment of the client, a specimen is to be sent to the Arrowhead Regional Medical Center (ARMC) Pharmacy/Laboratory.

Documentation The treating psychiatrist must make an interdisciplinary note in the client's chart indicating disposal of unknown or illegal drug(s); the two witnessing staff must sign the note.

If the psychiatrist is not present, one of the participating staff must make the note in the client's chart; and both witnessing staff must sign the note.

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**County of San Bernardino
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Disposal of Unknown and/or Illegal Drugs Policy, Continued

**Unusual
Incidents**

If an unusual incident occurs in conjunction with the discovery of unknown or illegal drugs, the steps indicated in the [Special Incident Reporting Procedure](#) are to be followed.
