

*[To: All pharmacies in the  
South West of England, by e-mail]*

Controlled Drugs Accountable Officer

Medical Directorate

**OFFICIAL: sensitive**

NHS England & NHS Improvement (South West)  
South Plaza  
Marlborough Street  
BRISTOL  
BS1 3NX

07718 130490

[england.southwestcontrolleddrugs@nhs.net](mailto:england.southwestcontrolleddrugs@nhs.net)

Dear colleagues

4 May 2020

**RE: The Misuse of Drug Regulations 2001 (as amended)**

**Destruction of obsolete medication containing controlled drugs**

We now have a single controlled drugs team at NHS England & NHS Improvement for the whole of the South West of England. This comprises the geography from Gloucestershire down to Dorset, and across to Cornwall & the Isles of Scilly. You can contact us via the e-mail address above.

We are writing to clarify that we continue to provide authorised witnesses for the destruction of obsolete medication containing schedule 2 controlled drugs. Whilst the pandemic has changed the way in which we discharge this function, it nonetheless continues as a business-critical activity. It remains the case that expired or obsolete stock should be destroyed and disposed of promptly.

Colleagues working in pharmacies owned by the large multiples will be aware that the company has its own employees who are authorised by us as witnesses. We understand however that they may be unable to visit your pharmacy at this time and that your company may choose to recommend that you instead contact us to make alternative arrangements. Please do not hesitate to get in touch.

If you need an authorised witness, please either request one online at [www.cdreporting.co.uk](http://www.cdreporting.co.uk) or via the e-mail address above.

As a reminder, you can destroy obsolete stock of schedule 3 and 4 (Part 1) controlled drugs without a witness authorised by an Accountable Officer. It is of course good practice to have a witness to the destruction, and we strongly recommend that you do.

Also, you can destroy medication containing schedule 2 controlled drugs returned from patients' own homes without a witness authorised by an Accountable Officer. It



is good practice to maintain a register for the returned medication and to have a witness to the destruction who can countersign the record in the register.

If you are destroying medication on the premises, ensure that you have a T28 exemption from the Environment Agency that allows you to 'treat' clinical waste on the premises. If you do not have one you can apply online for free.

To check if you have a T28: <https://environment.data.gov.uk/public-register/view/search-waste-exemptions>

To apply for one: <https://www.gov.uk/guidance/waste-exemption-t28-sort-and-denature-controlled-drugs-for-disposal>

If any stock of schedule 2 controlled drugs has been destroyed without an authorised witness, please report this as a controlled drugs incident at [www.cdreporting.co.uk](http://www.cdreporting.co.uk).

I will also take this opportunity to remind colleagues that it remains unlawful to make an emergency supply of a schedule 2 or 3 controlled drug at this time (save for the usual exemption of phenobarbital for the treatment of epilepsy), whether this is delivered via an NHS commissioned service or not. Should this change, it will be communicated at the time.

Finally, can I remind colleagues that FP10PCD forms used to prescribe schedule 2 and 3 controlled drugs privately should only be dispensed if they bear a unique 6-digit prescriber code, and that they should be submitted to the NHSBSA at the end of the month in which they are dispensed, or as soon as possible. If you have any of these forms in your pharmacy, please do submit them for audit purposes. Feel free to contact us if you do not know how to do this.

If you have any further questions, please do not hesitate to contact us.

Kind regards

A handwritten signature in blue ink, appearing to read 'Jon Hayhurst', with a stylized flourish at the end.

Jon Hayhurst

Controlled Drugs Accountable Officer, and Medication Safety Officer

Medical Directorate, NHS England & NHS Improvement (South West)

<https://www.england.nhs.uk/south/info-professional/safe-use-of-controlled-drugs/>