

**POLICY STATEMENT(S):**

1. Notwithstanding provincial rules permitting the advertising of drugs, Targeted Substances cannot be advertised to the general public.
2. Any loss or theft of Targeted Substances must be reported to the federal Minister of Health within ten days of discovery with a copy of the report forwarded to the College. Loss and theft reporting forms are available through the federal Office of Controlled Substances, Compliance, Monitoring and Liaison Division, Address Locator 3502B, or by telephone at (613) 954-1541 or by fax at (613) 957-0110.
3. Pharmacists receiving Targeted Substances from a licensed dealer, another pharmacy or hospital must keep a record (either in a register or an invoice record system) showing the brand name, quantity (where applicable including package size and number of packages), strength, the name and address of the supplier, and the date it was received. The record must be kept for a minimum of three years.

In the hospital setting, only a pharmacist or practitioner practising in the hospital and authorized by the person in charge of the hospital may order a Targeted Substance on behalf of the hospital.

4. Targeted Substances received by the community pharmacy, hospital pharmacy department or nursing unit must be stored in a secure environment.
5. Registrants are required to keep on file all written prescriptions and a written record of verbal prescriptions for three years from the last dispensing date. Prescriptions for Targeted Substances may be filed in the regular prescriptions and not in the separate file created for narcotic and controlled medications.

The Regulations do not specifically require that, in hospitals:

- (a) all issues of Targeted Substances to and returns from nursing units be recorded
- (b) the receiving nursing unit signs for the receipt of Targeted Substances
- (c) the recording of administered doses to patients be on a document other than the Medication Administration Record (MAR)
- (d) a dose which is not administered to the patient, but returned to stock, be documented

However, the person in charge of the hospital may wish to implement additional controls should these be required in that particular setting.

6. The pharmacist can refill a prescription for a Targeted Substance where refills are authorized by the practitioner and the pharmacist makes documentation at the time of the refill. Refills must be provided in accordance with the interval that may be specified on the prescription.

A prescription cannot be refilled one year after the date on the prescription regardless of remaining refills.

7. With Targeted Substances, a pharmacist may transfer the remaining refills of a prescription to another pharmacist in another pharmacy. Section 54 prohibits the further transfer of the prescription once it has been received at a second pharmacy. The pharmacist receiving the transferred prescription may not further transfer any remaining refills.

8. Only a licensed medical, dental or veterinary practitioner can prescribe Targeted Substances.

9. If the pharmacist deems it appropriate to destroy Targeted Substances, prior approval from Health Canada is not required. However, records including the name, strength per unit, and quantity of the Targeted Substance destroyed must be kept for three years.

The destruction must render the product unusable and it must be witnessed by another health care professional. An exemption is made for hospital practice where a hospital employee who is a health care professional, may destroy an opened ampoule containing amounts of a Targeted Substance without a witness.

10. As described in Section 4 of the *Controlled Drug and Substance Act*, "double-doctoring" and rules for possession apply for Targeted Substances.

11. The regulations prohibit the exportation of Targeted Substances by pharmacists, including through the mail, pursuant to a prescription for a patient residing outside Canada.