

NTBI COLLECTION SITE PROTOCOLS

- **This program is anonymous and all efforts should be made to protect the anonymity of individuals disposing of medications. No questions or requests for identification should be made. However, the public should be clearly advised what is or is not accepted through written and oral instructions and reminders. Oral instructions and reminders does not include asking individuals what they are donating.**

An example would be: *“Hi. Thank you for participating in our Take Back Event. Just as a reminder, we don’t accept vapes with batteries or inhalers. We have a trash can over here for those items.”*

This information will be conveyed through media advertising, posters in clear view for the public at collection sites, verbal reminders at the collection site, and any other means of public communication deemed reasonable and appropriate to convey information from the DEA.

- **All participants must retain possession of their own medication during the surrender process. Law enforcement personnel should not handle the medications at any time.**
- **No effort should be made by law enforcement personnel to count, inventory, or log medications.**
- Participants may dispose of medication in its original container or by removing the medication from its container and disposing of it directly into the disposal box. However, liquid products, such as cough syrup, must remain sealed in their original container.
- If an original container is submitted, the individual should be encouraged to remove any identifying information from the prescription label.
- All solid dosage pharmaceutical products and liquids in consumer containers may be accepted. The depositor should ensure that the cap is tightly sealed to prevent leakage.
- Intra-venous solutions, injectables, and syringes **WILL NOT** be accepted due to potential hazard posed by blood-borne pathogens.
- Illicit substances such as marijuana or methamphetamine are not a part of this initiative and should not be placed in collection containers. If an individual attempts to surrender an illicit controlled substance, law enforcement personnel should handle such material as abandoned property in accordance with department policy.

- A law enforcement officer must remain with the drug disposal box at all times. Collected pharmaceutical products should remain in law enforcement custody to safe-guard the surrendered material.
- Agencies should be strongly encouraged to use only the standard box size DEA recommends to help maintain safe weight standards for the avoidance of back injuries to their personnel.
- Agencies should be strongly encouraged **NOT** to collect batteries, including vape pens with non-removable batteries, and inhalers. They pose a danger to DEA personnel and incinerator staff involved in the destruction phase of the NTBI process, because they may explode in the incinerator.