Sample Non-Controlled Drug Destruction Form

Updated 4/17/2025

OAC 4729:5-3-06 requires all terminal distributors of dangerous drugs to dispose of non-controlled drugs from inventory using a method that prevents the possession or use of the drugs by unauthorized persons. As a reminder, the disposal of controlled substance drugs must be conducted in accordance with DEA regulations and state law (see OAC 4729:5-3-01). For more information on this process, please review the Drug Disposal section of the applicable inspection guide: www.pharmacy.ohio.gov/inspection

Healthcare facilities and healthcare-related businesses that generate pharmaceutical waste are responsible for appropriately managing such waste in accordance with all local, state, and federal regulations. This includes RCRA regulations for managing hazardous waste pharmaceuticals, if the pharmaceuticals generated are hazardous waste. For additional information, visit:

- Ohio EPA - Hazardous Waste Pharmaceuticals
- Managing Pharmaceutical Waste in US Healthcare Facilities

Additionally, all terminal distributors are required to keep the following records of all non-controlled dangerous drugs that are disposed from a licensee's inventory:

- Name, strength, dosage form, and quantity of the dangerous drug disposed
- The date of disposal
- The method of disposal; and
- The identification of the licensed health care professional that performed the disposal.

NOTE: This does not apply to wastage from administration. For non-controlled drugs, such documentation is not required.

To assist licensees in complying with these record keeping requirements, the Ohio Board of Pharmacy developed this ***sample*** form, which can be found on the next page.

77 S. High Street, 17th Floor
Columbus, OH 43215 U.S.A.

Phone: 614 | 466 4143
Fax: 614 | 752 4836

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This record must be maintained for 3 years from drug disposal.

Ohio Board of Pharmacy

Date	Drug Name	Drug Strength	Dosage Form (tablet, injection, etc.)	Quantity	Method	Name Licensed Healthcare Professional

(Duplicate as necessary)