

Unused Medications Program
Instructions

The Kansas Board of Pharmacy wishes to thank you for your interest and participation in the Utilization of Unused Medications Program.

Your attention is called to the following requirements for participation in the program

K.A.R. 68-18-1. Transferring unused medications. This regulation identifies the procedures that shall be followed when a donating entity transfers each unused medication to a qualifying center or clinic.

K.A.R. 68-18-2. Accepting unused medications. This regulation identifies the procedures that shall be followed when a qualifying center or clinic accepts each unused medication from a donating entity.

K.A.R. 68-18-3. Recall of unused medications. This regulation outlines the procedures to be implemented in the event of an unused medication recall.

Regulation Highlights

DONATING MEDICATIONS

Under 68-18-1 – Mail Service Pharmacies and Medical care facilities

- You must fill out a “notification to participate” form and send to the board. Please keep a copy for your files
- You must perform certain functions related to the donated medications (Adult care homes follow procedure below)
- You must consult with the qualifying center or clinic you are donating the medications to and assure they are willing to accept the unused medications and that they have a consultant pharmacist and are registered with the Kansas Board of Pharmacy to accept unused medications
- You must include a board approved completed manifest with the donated medications. This form shall be maintained for 5 years along with a signed copy of the manifest returned by the qualifying center or clinic to your facility. This record must be maintained in such a fashion that it is readily available for inspection

\

Under 68-18-1- Adult care homes

- As above except when preparing the medication for donation :
 1. Remove the name of the patient or resident and all of the patients or resident personal identifiers in order to protect patient confidentiality
 2. Confirm that the qualifying center or clinic is willing to accept each unused medication
 3. Ensure that the qualifying center or clinic has a consulting pharmacist and is registered with the board to accept unused medications

When the qualifying center or clinic receives the shipment the consultant pharmacist shall perform certain functions to determine the quality and suitability of each unused medication as listed in 68-18-1 prior to use

Regulation Highlights

Accepting medications

Under 68- 18-2

- You must fill out “ a notification to participate” form and send to the board
- You must store the donated medications in a storage unit with controlled access
- You must have a pharmacist (if from an adult care home) verify that the unused medication meets certain stipulated requirements when received
- You must maintain a copy of the manifest that was provided by the donating entity for at least 5 years, You must maintain a copy of the manifest signed and returned to the donating entity for at least 5 years. All forms must be maintained in such a fashion as to be readily available for inspection
- You may NOT accept or dispense an unused medication that can be dispensed only to a patient or resident registered with a drug manufacturer

Regulation Highlights

Recall of Unused Medications

Under 68-18-3

- Should a medication be subject to recall for any reason, the qualifying center or clinic must take certain steps as outlined in the regulation and document the destruction of the medication

Disposal of Unusable Medications

Pharmaceuticals that can not be reused through this program should be returned through a reverse distributor. If the reverse distributor can not accept the pharmaceuticals, they should be disposed of through a licensed hauler or a collection program. Do not flush pharmaceuticals.