

Pre application checklist - Authorisation for the destruction of obsolete schedule 2 controlled drugs



Before completing the application form:	YES	NO	ACTIONED
Do you have a valid ' Sorting and denaturing of Controlled Drugs T28 Exemption ' in place from the Environment Agency at the premises?			
If no , the registration can be completed on-line on the Environment Agency's website. https://www.gov.uk/environmental-permit-how-to-apply			
Do you have destruction kits appropriate to the volume of CDs to be destroyed?			
If no , order the appropriate kit. Delivery can take up to 28 days, so order ASAP. <i>A recognised wholesaler of waste management service may also provide kits</i>			
For running balances please reconcile your register with a physical count to ensure that there are no discrepancies prior to applying for authorisation If there are unresolved discrepancies these must be investigated and reported to NHS England Cheshire & Merseyside Controlled Drugs Accountable Officer before destruction can take place. england.cmcd@nhs.net			
Does your current register include the items awaiting destruction?			
If no , ensure you have the previous CD register available.			
Ensure all items are date expired, unwanted or unusable stock. Check all blisters, ampoules etc. Do not assume that a box contains the same batch, for expiry purposes			
All the items for destruction must be listed on the form in Part 2.			
Ensure you are familiar with the Royal Pharmaceutical Society Medicines, Ethics & Practice methods of denaturing CDs. (Appendix 1)			
Once you have completed this checklist please complete the application form.			