

## Hidalgo County Precinct 4

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23.05

### **PHARMACEUTICAL DRUG DISPOSAL PROGRAM**

*Effective Date:* 02/01/2016

23.05.01

#### **PURPOSE**

The Department recognizes the value of cooperating with a pharmaceutical drug disposal program that provides a means for the collection of pharmaceutical drugs no longer needed by the public and the safe disposal of those drugs in a manner that does not harm the environment.

The intent of the program is two fold

To encourage citizens to remove unneeded medications from their homes and thereby reduce access to addictive medications to prevent accidental or intentional misuse by others in the home; and

To provide an environmentally safe alternative to disposing of medications in the landfill or sewer system which may negatively impact the environment.

23.05.02

#### **COLLECTION BOX**

The Department utilizes a steel mailbox-style collection box in which citizens may deposit unused pharmaceutical medications.

- a) The collection box shall be clearly marked as a pharmaceutical drop box.
- b) The collection box shall be locked and securely placed to prohibit removal of the box or retrieval of medications from within the box without a key.
- c) Citizens may place unused medications / drugs into the collection box anonymously.
- d) Medications can be placed into a plastic bag or the entire prescription bottle may be placed into the drop box.
- e) Syringes should not be placed in the drop box.
- f) Opened containers of liquid will not be accepted unless completely sealed and placed inside a plastic bag.

23.05.03

**DISPOSAL OF PHARMACEUTICAL DRUGS**

Department evidence technicians shall be responsible for the storage and destruction of all pharmaceutical drugs placed inside the collection box. Hidalgo County Precinct 4 may assign an additional designee to assist with the collection of the pharmaceutical drugs.

- a) Keys to the collection box shall be stored so as to limit access
  - 1) A key to the collection box shall be secured in a locked box inside the Property Room. The evidence technicians shall only have access to the box and not the keys inside.
  - 2) The key to the secured lock box will be maintained by the Hidalgo County Precinct 4 or the designee.
  - 3) In order to collect the contents of the drop box, the Constable or designee will provide the key to the lock box to an evidence technician. The technician will then access the lock box containing the key to the collection box. Both the Constable or designee as well as the evidence technician will be present when the contents of the drop box are collected.
- b) Both individuals will be present while the contents are documented and placed into the Evidence Room for disposal.
- c) The keys will then be returned to their designated locations.
- d) The Evidence Technician or designee shall collect deposited drugs on a frequency deemed necessary based on usage of the collection box.
- e) A report will be initiated in the police reporting system each time the box is emptied and a narrative listing the contents shall be completed.
- f) All drugs removed from the collection box shall be bagged and documented with a general description, to include pill count or weights, and secured in the Property Room pending destruction.
- g) The Constable will designate a method for safe and proper disposal of collected drugs.
- h) All pharmaceutical drugs collected by the Department pursuant to this program shall be properly disposed of and may not be used for any other purpose.