### Narcotic Drugs

- E.g. buprenorphine, codeine, fentanyl, hydromorphone, ketamine, Lomotil®, Marinol®, methadone®, morphine, nabilone, Novahistex DH®, oxycodone, meperidine, Percocet®, Tussionex®, Tylenol® No. 4, etc.

**Prescription Requirements**
- Written or faxed prescription only

**Dispensing Record Requirements**
- Name and address of patient
- Name, strength, quantity, and form of drug
- Manufacturer of drug
- Directions for use
- Name and address of prescriber
- Identification number of prescription
- Date of dispensing
- Signature (authorization) of pharmacist and pharmacy technician (if applicable)

**Refills & Transfers**
- Refills are not permitted
- May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities)
- Transfers are not permitted, including part-fills and logged prescriptions

**Purchase & Sales Records**
- Purchase Records:
  - Maintain in the Narcotic and Controlled Drug Register, as invoices filed in chronological order, or in other record for such purposes; must be readily available for auditing purposes for at least 2 years
- Prescription Sales Records:
  - Maintain in the Narcotic and Controlled Drug Register or in a computer from which a printout must be readily available for auditing purposes for at least 2 years

### Narcotic Preparations

- E.g. Fiorinal®-C®, Fiorinal®-C/®, Tylenol® No. 2, Tylenol® No. 3, Robitussin AC®, Dimezine Expectorant C®, 292®, etc.

**Exempted Codeine Preparations**
- E.g. A&CO®, Mersyndol®, acetaminophen/caffeine/codeine 8 mg, Robaxacet-8®, etc.

**Prescription Requirements**
- Written, faxed or verbal prescription

**Dispensing Record Requirements**
- Verbal prescriptions may be accepted and recorded by a pharmacist, or by an intern or registered pharmacy student under the direct supervision of a pharmacist.

**Refills & Transfers**
- Refills are not permitted.
- May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities)

**Purchase & Sales Records**
- Purchase Records:
  - Same as above
- Prescription Sales Records:
  - Not a requirement

### Controlled Drugs Part I

- E.g. amphetamines, methylphenidate, dextroamphetamine, etc.

**Prescription Requirements**
- Written or faxed prescription only

**Dispensing Record Requirements**
- Name and address of patient
- Name, strength, quantity, and form of drug
- Manufacturer of drug
- Directions for use
- Name and address of prescriber
- Identification number of prescription
- Date of dispensing
- Signature (authorization) of pharmacist and pharmacy technician (if applicable)

**Refills & Transfers**
- Refills are not permitted
- May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities)

**Purchase & Sales Records**
- Purchase Records:
  - Same as above
- Prescription Sales Records:
  - Maintain in Narcotic and Controlled Drug Register, or in a computer from which a printout must be readily available for auditing purposes for at least 2 years

### Controlled Drug Preparations Part I

- (Currently none available in Canada)

**Prescription Requirements**
- Written or faxed prescription only

**Dispensing Record Requirements**
- Name and address of patient
- Name, strength, quantity, and form of drug
- Manufacturer of drug
- Directions for use
- Name and address of prescriber
- Identification number of prescription
- Date of dispensing
- Signature (authorization) of pharmacist and pharmacy technician (if applicable)

**Refills & Transfers**
- Refills are not permitted
- May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities)

**Purchase & Sales Records**
- Purchase Records:
  - Same as above
- Prescription Sales Records:
  - Maintain in Narcotic and Controlled Drug Register, or in a computer from which a printout must be readily available for auditing purposes for at least 2 years

### Notes:
- Scanned original prescriptions and dispensing records must be retained as part of the Patient Record for 10 years from their last recorded professional pharmacy service or until 10 years after the day on which the patient reached or would have reached the age of 18 years, whichever is longer (DPR regulations)
- To report Loss, Theft, Forgery (within 10 days), contact the Office of Controlled Substances at Tel: 613-954-1541 or Fax: 613-957-0110 or E-mail: national_compliance_section@hc-sc.gc.ca
<table>
<thead>
<tr>
<th>Classification</th>
<th>Description</th>
<th>Prescription Requirements</th>
<th>Refills &amp; Transfers</th>
<th>Purchase &amp; Sales Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>Controlled Drugs Part II</td>
<td>Drugs listed in Part II of the Schedule to Part G of the Food and Drug Regulations</td>
<td>Written, faxed or verbal prescription. Verbal prescriptions may be accepted and recorded by a pharmacist, or by an intern or registered pharmacy student under the direct supervision of a pharmacist.</td>
<td>Refills permitted if the prescriber has directed, at the time the prescription is issued, the number of refills and dates for, or intervals between refills. May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities). Transfers are not permitted, including part-fills and logged prescriptions.</td>
<td>Maintain in the Narcotic and Controlled Drug Register, as invoices filed in chronological order, or in other record for such purposes; must be readily available for auditing purposes for at least 2 years. Prescription Sales Records: Not a requirement.</td>
</tr>
<tr>
<td>Controlled Drug Preparations Part II</td>
<td>E.g. Bellergal Spacetabs®, Tecnal®</td>
<td></td>
<td></td>
<td>Same as above. Prescription Sales Records: Not a requirement.</td>
</tr>
<tr>
<td>Controlled Drugs Part III</td>
<td>Drugs listed in Part III of the Schedule to Part G of the Food and Drug Regulations</td>
<td></td>
<td></td>
<td>Same as above. Prescription Sales Records: Not a requirement.</td>
</tr>
<tr>
<td>Anabolic Steroids and Derivatives (e.g. testosterone)</td>
<td>All combinations containing 1 controlled drug in Part II and 1 or more non-controlled ingredient(s) in a recognized therapeutic dose.</td>
<td></td>
<td></td>
<td>Same as above. Prescription Sales Records: Not a requirement.</td>
</tr>
<tr>
<td>Controlled Drug Preparations Part III (Currently none available in Canada)</td>
<td>Drugs listed in the Schedule to the Benzodiazepines and Other Targeted Substances Regulations.</td>
<td></td>
<td></td>
<td>Same as above. Prescription Sales Records: Not a requirement.</td>
</tr>
<tr>
<td>Benzodiazepines &amp; Other Targeted Substances</td>
<td>Drugs listed in the Schedule to the Benzodiazepines and Other Targeted Substances Regulations.</td>
<td>Written, faxed or verbal prescription. Verbal prescriptions may be accepted and recorded by a pharmacist, pharmacy technician, or by an intern or registered pharmacy student under the direct supervision of a pharmacist.</td>
<td>Refills permitted; valid if less than 1 year has elapsed since the day the prescription was issued. May be prescribed as a total quantity to be dispensed in divided portions (part-fill quantities). Transfers permitted except for a prescription that has already been transferred.</td>
<td>Same as above. Prescription Sales Records: Only required for sales to other pharmacies.</td>
</tr>
<tr>
<td>Other Prescription Drugs</td>
<td>All drugs listed in the Prescription Drug List (PDL) of the Food and Drug Regulations or in Schedule I of NAPRA National Drug Schedules.</td>
<td></td>
<td>Refills permitted. Transfers of authorized refills or quantity remaining are permitted.</td>
<td>Must be readily available for auditing purposes for at least 2 years. Prescription Sales Records: Not a requirement.</td>
</tr>
</tbody>
</table>

1 This is a summary; refer to official legislation for detailed information.
3 Prescription and Dispensing Record Requirements are set out in the Controlled Drugs and Substances Act (CDSA), the Food and Drugs Act (FDA), the Drug & Pharmacies Regulation Act (DPRA) and the Narcotics Safety & Awareness Act (NSAA) and their respective regulations.
4 Per the NSAA, requirements apply to all controlled substances (as defined in the CDSA) and any drugs in the Monitored Drugs List as set out by the Ministry of Health and Long-Term Care.
5 A logged prescription is a new, unfilled prescription that is entered into the patient record (‘on hold’) and may be dispensed at a later time.
6 Purchase and Prescription Sales Record requirements are set out in the CDSA and the Drug Interchangeability and Dispensing Fee Act (DIDFA) and their respective regulations.