

## **Record of Controlled Substances Administered or Dispensed**

One log sheet must be completed for each container of Controlled Substance. If the material is converted or diluted, start a new log form to track that usage; reference the original container's lot or serial number and original container number assigned by lab.

**DEA Number** 

Controlled Substance usage must be tracked on a per dose (use) basis and only by an Authorized Individual. Record total quantity of the substance to the nearest metric unit weight/volume or the total number of units in finished form.

Drug		Form Schee	dule Amount		Supplier	Supplier	
NDC#		Lot#	# Empty bottle wt		_ Full bottle wt		
Date	Animal ID	Signature/	Starting	Amount	Balance	Balance	
		Initials	Amount	Used	volume	weight	

Registrant Name \_\_



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Registrant Name Drug		DEA Number Form Schedule Amount Supplier							
		Form Schee	dule Am	ount S	Supplier	pplier			
NDC#		Lot# Empty bottle		wt Full bottle wt					
_			_ F.J						
Date	Animal ID	Signature/		Amount	Balance	Balance			
		Initials	Amount	Used	volume	weight			

Approval Date: June 2015 Revision Date: