



Law Enforcement Toolkit











Click on Toolboxes to Begin

























Purpose of Programs







- Studies have found prescription drugs in drinking water and natural waterways
- Promote Safe Households:
 - Proper disposal helps ensure that the elderly, children, and pets avoid accidental poisoning
- Prevent Prescription Drug Abuse:
 - Proper and timely disposal of prescription drugs reduce the likelihood of abuse by family, friends, or visitors.













Strategy for Events







- Key Approach
- Provide Awareness/Education
 - Parent/Teen Focus



- Co-Sponsor with Community Coalitions, Local Pharmacies, Hospitals, or Support Organizations
- Publicize the Agency's Efforts













Scope of Programs









- Drop Off vs Mail-In Programs
 - Program Type can draw regular patrons



- Depends upon Legal Requirements and **Available Resources**
- Media Event vs Promotional Program
 - Short term media vs Long Term Promotion









Operational Plan







- Preplan Event
 - Single Event Requires Minimum 60 day Prep Time
- Identify Resources
 - Funding, Personnel, Printing, Media, & Locations
- Secure Support Organizations
 - Co-Sponsors can assist with costs, distribution of envelopes, & advertising
- Prepare Educational Material & Envelopes
 - Printing Requires Time (Development, Formatting, and Printing)













Operational Plan







- Preplan Program
 - Program Requires Minimum 90 day Prep Time
- Identify Resources
 - Funding, Personnel, Printing, Media, & Locations
- Secure Support Organizations & Site Partners
 - Co-Sponsors can assist with costs, envelope distribution, & media advertising
- Prepare Educational Material & Envelopes
 - Printing Requires Time (Development, Formatting, and Printing)









Legal Mandates











- This is a Legal Requirement
- Mail-In Programs must meet Federal Regulations
- Drugs must be secured and securely transported to law enforcement drug vault until proper destruction
- Drugs must be destroyed by State Mandated method of destruction (usually a controlled burn)









Legal Mandates (Cont'd)











- Law Enforcement Officers receive drugs as "ABANDONED PROPERTY"
- NO Personal Information is recorded from the participants. Names should be "blacked-out"
 - There is NO HIPAA Concern
- Controlled Substances should be separated from other Non-Controlled Substances
- Drugs must be logged
 - By physical count, or
 - By weight







Site Locations







- All envelopes should be:
 - Dropped-Off to prearranged law enforcement sites, or
 - Mailed to specific law enforcement locations, or
 - To contracted reverse distributor locations



- Pharmacies
- Post Offices
- Law Enforcement Locations
- Community Coalitions
- **Hospice Centers**
- Hospitals
- And more......











Staffing Issues













Law Enforcement

- Mandatory If Envelopes dropped-off or mailed into law enforcement facility to handle security of drugs
- Pharmacy Personnel
 - Key location for Envelope Distribution
- Community Supporters/Volunteers
 - Parents, Coalition Staff, etc. are great Educators. Can promote Issues of Rx Abuse and Envelope **Program**





Education Component





 Prime opportunity to educate community about Rx Drug Abuse



◆ Information via Posters, Flyers, Handout's, Media, websites, etc.



- Can combine event with other prevention programs such as "Night out on Crime", Health Fair, or Town Hall Meetings
- Program should be combined with a Prescription Drug Awareness Campaign



Main





Cost Analysis











Low Cost Event

- Site: Drop-Off at Law Enforcement Location(s) = \$0
 - Single or Multiple Site Event
- Personnel: Adjust hours = \$0
- Local Sponsors cover material costs of envelopes, flyers, posters, etc
- Use websites or local media

Amply Funded Program

- Site(s): Law Enforcement Location (=\$0) or Contracted Reverse Distributor (Costs Vary)
 - Multiple Reoccurring Sites
- Personnel: Law enforcement and support personnel (Can be coordinated with regular work hours)
- Costs of campaign advertising (posters, billboards, PSA's, etc.) and media announcements
- Cost of Envelopes, Postage, Educational Materials









Resource Links





- Safe Medicine for ME Program
 - http://www.safemeddisposal.com/
- Sharps, Inc.
 - http://www.sharpsinc.com/unusedmedications.htm





















End of Envelope Collection Toolkit









Law Enforcement



Drop Box Collections









Purpose of Event







- Studies have found prescription drugs in drinking water and natural waterways
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Strategy for Event





- Promote Public Safety
 - Key Approach
- Provide Convenient Access
 - Drop Boxes Available 24/7 or Regular Business Hours
- Develop Community Relations
 - Cater to Community Needs for Central Location
- Maintain Law Enforcement Control
 - Drop Box Locations in Law Enforcement Facilities









Scope of Event









- Quantity of Drop-Boxes
 - Require Large Initial Investment



- Depends upon Available Resources
- Promotional Program
 - Sites maintain a constant resource to the community









Operational Plan







- Basic Event Requires Strategic Prep Time
 - For ordering of equipment and materials
 - After initial Capital Investment the event SHOULD Coincide with Normal Operating Procedures



- Identify Resources
 - Funding, Personnel, Printing, Media, & Locations
 - Identify potential Grant Opportunities
- Prepare Educational Material
 - Printing Requires Time (Development, Formatting, and Printing)









Legal Mandates











- Law Enforcement Officers MUST Maintain Physical Possession and Security of ALL Drugs from the Point of Drop-Off to the Point of Destruction
 - This is a Legal Requirement
 - Drugs must be secured on-site and securely transported to law enforcement drug vault until proper destruction
 - Drugs must be destroyed by State Mandated method of destruction (usually a controlled burn)







Legal Mandates (Cont'd)









- NO Personal Information is recorded from the participants. Names should be "blacked-out"
 - There is NO HIPAA Concern



- Controlled Substances should be separated from other Non-Controlled Substances
- Drugs must be logged
 - Generally by weight



Main





Site Locations









 A well recognized location such as a Police Station





- MUST BE SECURED AT ALL TIMES
- Pharmacies are not recommended locations
 - No Law Enforcement Security







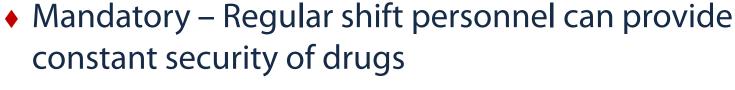


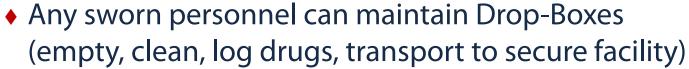
Staffing Issues













 Parents, Coalition Staff, etc. are not necessary for this type of event









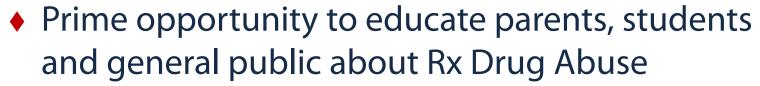


Education Component





 Event can be combined with a Prescription Drug Awareness Campaign



- Information via Posters, Flyers, Handout's, Media
- Boxes can be combined with other prevention programs such as "Night out on Crime", Health Fair, or Town Hall Meetings
 - Boxes can be relocated to events
 - MUST BE SECURED AT ALL TIMES









Cost Analysis









After Initial Capital Expense of Drop Boxes (Prices Vary)

Low Cost Event

- Site: Law Enforcement Location = \$0
 - Single Site or Multiple Sites
- Personnel: Run with scheduled personnel = \$0
- Local Sponsors can cover material costs of flyers, posters, etc
- Can use website advertising or use local media

Amply Funded Event

- Site: Law Enforcement Location = \$0
 - Single Site or Multiple Sites
- Personnel: Run with scheduled personnel = \$0, or combine with other community event (may involve some overtime for law enforcement personnel)
- Costs of campaign advertising (posters, billboards, PSA's, etc.) and media announcements
- Cost of Educational Materials









Resource Links







- http://www.takebackexpress.com/category s/1.htm
- Salt Lake County Sheriff Pharmaceutical Drug Disposal Program
 - http://www.medicationdisposal.utah.gov/docs/Salt Lake County Sheriff Pharmaceutical Drug Disposal Program.pdf
- Drug Free Collier
 - http://www.drugfreecollier.org/operation medicine cabi net.asp
- Washington State Unwanted Medicine Return Program
 - http://www.medicinereturn.com/

























End of Drop Box Collections Toolkit









Law Enforcement



Take Back Collections









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Strategy for Events





- Promote Public Safety
 - Key Approach



- Parent/Teen Focus
- Develop Community Relations
 - Co-Sponsor with Community Coalitions, Local Pharmacies, Hospitals, or Support Organizations
- Publicize the Agency's Efforts













Scope of Events









- One Time vs Reoccurring Event
 - Reoccurring Events draw regular patrons



- Depends upon Available Resources
- Media Event vs Promotional Program
 - Short term media vs Long Term Promotion









Operational Plans







- Basic Event Requires Minimum 60 day Prep Time
- Identify Resources
 - Funding, Personnel, Printing, Media, & Locations
- Secure Support Organizations
 - Co-Sponsors can assist with costs
- Prepare Educational Material
 - Printing Requires Time (Development, Formatting, and Printing)











Legal Mandates









◆ This is a Legal Requirement



- Drugs must be secured on-site and securely transported to law enforcement drug vault until proper destruction
- Drugs must be destroyed by State Mandated method of destruction (usually a controlled burn)



Main





Legal Mandates (Cont'd)











- Law Enforcement Officers receive drugs as "ABANDONED PROPERTY"
- NO Personal Information is recorded from the participants. Names should be "blacked-out"
 - There is NO HIPAA Concern
- Controlled Substances should be separated from other Non-Controlled Substances
- Drugs must be logged
 - By physical count, or
 - By weight







Site Locations











- Select an Easy-Access location
 - A well recognized location with ample parking
- Pharmacies are not recommended locations
 - Patrons may attempt to drop-off drugs at the pharmacy after event
- Busy Public Locations (Pro's/Con's)
 - Community Centers draw area patrons
 - Malls/Shopping Centers may be too crowded
 - Large Parking Lots are good for Drive-Thru Events. Patrons don't need to get out of vehicles.







Staffing Issues









- Law Enforcement
 - Mandatory Need minimum of 3 per site to handle constant security of drugs
- Pharmacy Personnel
 - Pharmacists or Pharmacy Students can aid in Identification of Substances
- Community Supporters/Volunteers
 - Parents, Coalition Staff, etc. are great Educators









Education Component





 Prime opportunity to educate parents, students and general public about Rx Drug Abuse



 Information via Posters, Flyers, Handout's, Media



- Can combine event with other prevention programs such as "Night out on Crime", Health Fair, or Town Hall Meetings
- Reoccurring events can be combined with a Prescription Drug Awareness Campaign



Main





Cost Analysis











Low Cost Event

- Site: Community Center, Shopping Center = \$0
 - Single Site Event
- Personnel: Adjust hours
 = \$0 overtime for law
 enforcement; use
 volunteers for assistance
- Local Sponsors cover material costs of flyers, posters, etc
- Use local media

Amply Funded Event

- Site: Community Center, Shopping Center = \$0
 - Multiple Sites
- Personnel: Usually involves some overtime for law enforcement and pharmacy personnel
- Costs of campaign advertising (posters, billboards, PSA's, etc.) and media announcements
- Cost of Educational Materials









Resource Links







- http://www.medicationdisposal.utah.gov/
- Drug Free Collier
 - http://www.drugfreecollier.org/operation medic ine cabinet.asp























End of Drug Take Back Collections Toolkit

