

**D**isposal of expired, damaged, or otherwise unusable controlled substances (CS) follows concise procedural steps and is strictly regulated by the DEA. EH&S contracts with a licensed, reverse distributor to properly dispose of the controlled substances in accordance with DEA mandates.

**NOTE:** All DEA registrants must have an up-to-date DEA registration and [Controlled Substance Use Authorization \(CSUA\)](#) when in possession of any controlled substance to be used for research purposes.

## WHEN IS DISPOSAL OF CS NECESSARY?

Disposal is necessary when the:

- Controlled substances are expired, unwanted, or no longer required for the research project. NOTE: Contents must be present in containers.
- Research project is closed or terminated and the controlled substances remain in possession of the Authorized User.
- DEA license or CSUA is about to expire and will not be renewed.
- DEA Registrant terminates employment at USC.



## HOW DO I DISPOSE OF EXPIRED/UNWANTED CS?

- Complete, scan to PDF, and email [ehs-cs@usc.edu](mailto:ehs-cs@usc.edu) the following forms:
  - [Controlled Substance Waste Disposal Request Form](#).
  - [CS Usage and Disposal Log](#) and [CS Dilution Usage and Disposal Log](#) for each CS to be disposed of.
- The DEA registrant will be notified by EH&S when the controlled substance disposal session has been scheduled and a specialist will provide further instruction.
  - Please confirm that either you or an Authorized User is available to meet with this team of professionals at the date, time and central location described by sending a response email to [ehs-cs@usc.edu](mailto:ehs-cs@usc.edu).

## HOW DO I DISPOSE OF PRECURSOR CHEMICALS?

Unused/expired precursor chemicals must be disposed of as hazardous chemical waste. Refer to the [Chemical Waste Disposal Guide Sheet](#) for more information.

## WHAT I NEED TO KNOW...

- Keep CS Usage and Disposal logs for at least two years following disposal.
- Do not dispose of vials containing CS [content present in container] in a regular trash bin or commingle with other chemical waste.
- Contact EH&S at [ehs-cs@usc.edu](mailto:ehs-cs@usc.edu) for CS waste disposal and general CS information.

## HOW DO I DISPOSE OF EMPTY CS VIALS?

- Deface the labels.
- Discard in a non-hazardous glass waste container.

## ARE THERE EXCEPTIONS?

Yes. A CS spill as a result of a broken or damaged container will be treated as a hazardous chemical spill.

- Clean up the chemical spill per instructions on the [Hazardous Material Spill Clean-Up Guide Sheet](#).
  - Consult the Safety Data Sheet of the CS for pertinent information.
- Update the Usage and Disposal Log to reflect the loss of material.
- Request a [hazardous waste pick-up online](#).
- Document the incident by completing the Controlled Substance Incident Report ([CS Form F](#)). Email completed form to EH&S at [ehs-cs@usc.edu](mailto:ehs-cs@usc.edu).
- EH&S will work with labs to ensure they submit all necessary reports to the DEA ([Form 106](#)).

## REFERENCES

[21 CFR Parts 1300 - end](#)

[Federal Register Volume 79, No. 174 September 2014, Part II](#)

