
Prescription Medication Disposal Program

341.1 PURPOSE AND SCOPE

This policy specifies the procedures and responsibilities of the Urbana Police Department for the prescription medication disposal program.

341.1.1 POLICY

The Urbana Police Department is committed to the safe and prudent destruction of unused or unwanted prescription medication. With that in mind, the Urbana Police Department is participating in a voluntary program that allows citizens to properly dispose of those medications in a secure disposal box. The program can be suspended or terminated at any time by the Chief of Police. Once the contents are collected, they will be taken to a disposal site where they will be destroyed. The destruction of the medication will be witnessed by the transporting officer.

341.2 DISPOSAL BOX

The disposal box for unwanted or unused medications will be located in the lobby of the city building, near the front desk of the Urbana Police Department. The disposal box will be secured at all times. The disposal box will also be under surveillance by staff at the front desk of the police department, either in person or through surveillance cameras. The Deputy Chief of Police and the Patrol Division Commander will be the only keyholders.

341.2.1 ACCEPTABLE MEDICATION AND PACKAGING

Accepted medications are prescription pills, salves and liquids. Ideally, medications should be disposed of in their original container. However, medications not in original containers or in containers where the integrity has been compromised shall be placed in self closing disposal bags such as zip lock bags. These bags shall be provided by the person disposing of the medication. Labels detailing the contents and the person disposing of medications are not required to be on the containers or bottles. Medicines brought in from nursing homes, clinics, doctors' offices, or other entities that distribute medications will not be accepted.

341.2.2 SHARPS, NEEDLES, I.V. BAGS AND THERMOMETERS

Sharps, needles, I.V. bags, and thermometers will not be accepted under any circumstances.

341.2.3 ILLEGAL CONTROLLED SUBSTANCES

Marijuana and illegal controlled substances such as cocaine, methamphetamine, and heroin will not be accepted in the disposal box.

341.3 RESPONSIBILITY FOR DISPOSAL BOX

A patrol division commander will be responsible for the security and emptying of the disposal box. The box will be emptied as needed. The contents of the box will be packaged and secured until such time as destruction of the contents is feasible.

Urbana Police Department

Policy Manual

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341.3.1 EMPTYING DISPOSAL BOX

The disposal box will be emptied as needed. An officer involved in the emptying of the disposal box shall wear personal protective equipment to include gloves and eye protection. The emptying of the box will be conducted by at least two officers. The contents of the disposal box will not be gone through under any circumstances. This is for the protection of the officer against sharps, needles, spilled medications, or other hazards that might be present. Once the disposal box is emptied, the box containing the medications will be sealed. That box will be entered into evidence and listed in a report that will be entitled "Found Property." The evidence custodian will track the box while it is under his or her control. Once it leaves the premises of the Urbana Police Department for ultimate destruction, the evidence custodian will show that the box has been destroyed per their normal practice.

341.3.2 TRANSPORTATION OF MEDICATIONS COLLECTED

The Urbana Police Department and the Champaign County Sheriff's Office have agreed to partner on the prescription medication disposal program. The Urbana Police Department is responsible for housing, security, and emptying of the box. The Champaign County Sheriff's Office is responsible for transportation of the contents of the box for destruction. From time to time, the Urbana Police Department will assist with the transportation of the contents of the disposal box to the destruction site.