

## **Pontiac Police Department Prescription Drug Disposal Program**

### **Drug Collection/Disposal Program Policy:**

- (1) The drug collection and disposal program provides a safe disposal location for citizens to properly dispose of unused prescription medications.
  - (a) This program provides an environmentally safe alternative to disposing of medications in the landfill or sewer systems that may later negatively effect the environment.
  - (b) This program encourages citizens to remove their unneeded medications from their homes. This reduces access to addictive medications for accidental or intentional misuse by children in the home.
- (2) Pontiac Police Department will provide steel mailbox style collection box in which citizens may deposit these medications.
  - (a) Collection box shall be clearly marked for this purpose
  - (b) Collection box shall be locked and securely mounted to prohibit removal of the box or retrieval of medications from within the box without a key.
  - (c) Citizens may place their unused medications/drugs into the collection box anonymously.
  - (d) Medications can be placed into plastic bags provided at the drop location or place the entire prescription bottle into the drop box.
  - (e) Syringes should not be placed in the drop box. The Evidence Officer will provide a bulk sharps disposal container at each deposit location for this purpose.
  - (f) Opened containers of liquid will not be accepted unless they are completely sealed.

- (3) The Evidence Officer will be responsible for collection of the deposited medications.
- (a) The Evidence Officer will be the sole possessor of keys to the collection box.
    - (i) Staff shall not have access to the contents of the collection box.
    - (ii) Staff may monitor the collection of the drop box contents with Evidence Officer. This allows the Operations Commander the ability to survey the kinds of drugs and medications that are being disposed of. This information can be used for evaluation and decisions regarding the program.
  - (b) A case number will be assigned to each collection box point annually. The Evidence Officer will document each collection on supplemental report. This allows for tracking of data to monitor the programs benefits.
  - (c) The Evidence Officer will collect the deposited drugs on a frequency deemed necessary based on usage.
  - (d) The Evidence Officer will bag the deposited drugs, document a general description of the contents, provide a weight of the contents, and place into evidence pending destruction.
  - (e) The Evidence Officer will destroy the collected medications by incineration through a contracted provider of this service.