



POLICY AND PROCEDURE

NO.418

Med Return™ Drug Collection Unit

Date Issued September 1, 2014	Date Effective September 1, 2014	Revision No.	No. of pages 2
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PURPOSE:

It is the purpose of this policy and procedure to establish and maintain a method of assisting citizens with an easily accessible, environmentally friendly, safe and secure method of disposing of unwanted or expired household medications including prescriptions, over-the-counter drugs and unused pharmaceuticals.

POLICY:

The presence of unwanted or expired household medications, prescriptions, over-the-counter drugs and unused pharmaceuticals in the household is problematic in that these items can be the subject of theft, misuse, abuse or come into the hands of children. As ordinary methods of disposal such as discarding these items in the trash or flushing them down the toilet are detrimental to the environment, our citizens are left without a safe and secure means of disposing of these items.

So as to offer our citizens a safe and accessible means of disposal for these medications, drugs and pharmaceuticals, the Worcester Police Department will provide a secured drop-off receptacle located at police headquarters. This receptacle will enable citizens to anonymously drop off these items quickly and easily.

Police personnel, consistent with established procedure, will periodically empty this receptacle of the items deposited and transport them to a secure location for immediate destruction.

PROCEDURE:

- A. A receptacle shall be permanently installed in an area accessible by the public at Worcester Police Headquarters for the purposes of the collection of unwanted or expired household medications including prescriptions, over-the-counter drugs and unused pharmaceuticals. Persons are encouraged to come to police headquarters and deposit these unwanted items for safe and effective disposal.
- B. It is not necessary that any person using this deposit receptacle do not identify themselves nor should any member of this department require that any person using the receptacle identify themselves either.
- C. The storage portion of the receptacle shall be locked at all times and the key for the device shall be secured in the office of the Commanding Officer of the Vice-Squad.
- D. Vice-Squad personnel shall periodically inspect the contents and of the receptacle box and when necessary, remove the contents thereof and immediately transport them to the Wheelabrator incinerator plant situated on the Southwest Cutoff in Millbury MA for immediate disposal. Procedures for this inspection, removal, transport and disposal shall be as follows:

- a. Any opening of the storage portion of this receptacle device may only come after notification of the Vice-Squad Commanding Officer and upon his authorization. This request and authorization if granted, must be memorialized in the unit journal.
- b. After access authorization is granted by the Vice-Squad Commanding Officer, the key shall be issued to an official of the rank of sergeant or higher. That official along with another sworn member of this department designated by the Vice Squad Commander shall then proceed directly to the collection receptacle for opening and inspection.
- c. If removal and disposal is warranted, that official and the accompanying officer or official shall collect the contents of the receptacle and immediately proceed to the disposal site located at Wheelabrator incinerator plant situated on the Southwest Cutoff in Millbury MA. To facilitate undeterred disposal, the Wheelabrator plant shall be called and notified informing them the officers' impending arrival.
- d. At the disposal site, the items deposited into the receptacle shall be conveyed to Wheelabrator in such a way to insure its immediate disposal. The delivering official/officer shall remain there until disposal is insured.
- e. Record of disposal or record of the fact that disposal was not required (i.e. the receptacle was not full or had too few items therein to warrant transport) should be recorded in the vice-Squad unit journal.
- f. The key to the receptacle shall then be returned to the Vice-Squad Unit Commander at the conclusion of this inspection and disposal.

Per:

A handwritten signature in cursive script, appearing to read "Gary J. Gemme". The signature is written in black ink on a white background.

Gary J. Gemme
Chief of Police