

Drug Enforcement Administration  
New Jersey Division

## “Operation Take Back New Jersey”

*The Day to Dispose of your Unused, Unwanted, and Expired Medicine*

### Event Protocol

#### **Pre-Event – Monday April 10<sup>th</sup>, 2017, 10am-2pm:**

- On Monday April 10<sup>th</sup>, the Drug Enforcement Administration (DEA) New Jersey Division will provide a representative from your department with drug disposal boxes at distribution sites designated by your County Prosecutor's Office. Exact location to be announced via e-mail.
- DEA will provide the number of collection drug disposal boxes requested by your department.

#### **Day of the Event – Saturday, April 29<sup>th</sup>, 2017, 10am-2pm:**

- On Saturday, April 29<sup>th</sup>, your department will host one or more collection sites at locations of your choosing.
- This program is anonymous and all efforts should be made to protect the anonymity of individuals disposing of medications. No questions or requests for identification should be made. Individuals should deposit medication freely and independently.
- No effort should be made by law enforcement to count, inventory, or log medications. Law enforcement personnel should not handle the medications at any time.
- A law enforcement officer must remain with the drug disposal box at all times. The role of the law enforcement officer is to maintain and safe-guard and integrity of the disposed items.
- The individual may dispose of medication either in its original container or by removing medication from its container and disposing directly into the drug disposal box. If the original container is submitted, the individual should be encouraged to remove the prescription label if it contains any personal identifying information.
- Liquid products, such as cough medicine, should remain sealed in their original container. The depositor should ensure that the cap is tightly sealed to prevent leakage.
- **Syringes and other sharp instruments should not be accepted.**
- If an individual wishes to surrender obvious, non-pharmaceutical, illicit drugs, you should follow your agency's policy and procedures for surrendered contraband.

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- If you need additional collection boxes, you are authorized to use a container approved by your department as part of its standard operating procedures.
- At the conclusion of the event, a law enforcement officer will seal the drug disposal boxes in accordance with your agency's policy and procedure. It is recommended that the box be sealed with tamper-evident tape or evidence sticker. Each box should be labeled as "Miscellaneous Pharmaceuticals to be turned over to DEA on **Monday May 01<sup>st</sup>, 2017**"
- The drug collection boxes should then be returned to your police department and stored per your department's standard operating procedures for safe keeping and temporary storage, until they are turned over to DEA.

#### Post-Event – Monday, May 01<sup>st</sup>, 2017 8am-12pm:

- On Monday, May 01<sup>st</sup>, DEA will establish collection sites with your County Prosecutor's Office for the return of all drug collection boxes. Boxes containing medications will remain sealed. You will receive a receipt for the return of the drug collection boxes.
- DEA will assume custody of these drug collection boxes and dispose of the contents in accordance with DEA policy.

Thank you for your effort and participation in this most important event. If you have any questions or concerns, please contact Diversion Investigator Michael Smilek at (973) 776-1162 or e-mail [Michael.Smilek@usdoj.gov](mailto:Michael.Smilek@usdoj.gov).