

Policy Title	DEA Numbers
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POLICY	
PURPOSE	To provide guidance regarding resident prescribing of controlled substances. Specifically, to address the correct use by residents of a facility’s Institutional DEA Registration Number while the Resident is providing care in a MHS facility.
SCOPE	<p>The policy applies to all MHS-sponsored residency training programs, both accredited and non-accredited. The term “resident” refers to all graduate trainees (interns, residents, fellows) in all postgraduate training programs sponsored by MHS.</p> <p><i>Note:</i> In addition to being subject to specific policies and procedures required by ACGME, Residents are also subject to policies and procedures applicable to MHS employees generally and enjoy those benefits of employment applicable to MHS employees of comparable classification.</p>
ACRONYMS	<p>ACGME — Accreditation Council for Graduate Medical Education CAO — Chief Academic Officer CMO –Chief Medical Officer DIO — Designated Institutional Official GMCE — Graduate Medical Education Committee MHS — Memorial Healthcare System OAA – Office of Academic Affairs PD — Program Director DEA – Drug Enforcement Administration</p>
DEFINITIONS	<p><u><i>Types of DEA Registration Numbers:</i></u></p> <ol style="list-style-type: none"> An Institutional DEA Registration Number is a unique number issued by the U.S. Drug Enforcement Administration (“DEA”) to a licensed, eligible institution that handles controlled substances. A Personal DEA Registration Number is a unique number issued by the DEA to a licensed, eligible Prescriber who applies for the right to dispense, administer, or prescribe controlled substances (e.g., narcotics). Once a Prescriber has a personal DEA Registration Number, he or she may not use, under any circumstances, an Institutional DEA Registration Number. <p>A “Prescriber” for this policy is anyone who is authorized to order the administration of a controlled substance for an ultimate user.</p> <p>An “Institutional DEA Registration Number Suffix” or “Suffix” is a unique code that is assigned to a Prescriber when the Prescriber begins training at the facility. The Suffix is appended to the faculty/hospital’s Institutional DEA Registration Number and authorizes the Prescriber to dispense, administer, or prescribe controlled substances under the Hospital’s Institutional DEA Registration Number, provided the Prescriber does not have a Personal DEA Registration Number.</p>

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POLICY	Residents are authorized to practice and are required to use the MHS Institutional DEA Registration Number with their appropriate suffix. Residents will not be permitted to use their Personal DEA Registration Number during their medical training.
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REFERENCES	<ol style="list-style-type: none"> 1. US Department of Justice, Drug Enforcement Administration, Diversion Control Division, Practitioner’s Manual Section II – General Requirements 2. US Department of Justice, Drug Enforcement Administration, Diversion Control Division, Practitioner’s Manual Section V – Valid Prescription Requirements
ORIGINAL ISSUE DATE	March 16, 2021
REVIEW/REVISION DATES	
POLICY OWNER	<p>Office of Academic Affairs</p> <p>If any of the statements contained in this policy conflict with any verbal statements or agreements made by any representatives of MHS, then the statements contained in this policy shall control the outcome of any such conflict.</p> <p>Memorial reserves the right to modify this policy in whole or in part, at any time, at the discretion of the Health System, pursuant to the Standard Practice, “Drafting and Revising Procedures for Standard Practices”.</p> <p>Employees who have questions regarding information contained in this policy should contact the Human Resources Department.</p>