



Take Back Meds Implementation Guide

The Capital Area Take Back Meds program is a drop-off program for unwanted household medications. It combines these efforts between participating pharmacies and law enforcement drop-boxes for proper disposal of non-controlled and controlled medications.

The Take Back Meds Program is a joint effort between local pharmacies, law enforcement, and the Ingham County Health Department. The program design was funded by the Michigan Department of Environmental Quality. The program was designed to be sustainable. Ongoing support is provided by local resources to grow and sustain this model program. Here is the current program website:

<http://www.takebackmeds.org/>

This guide will provide you with the basic resources to replicate the Capital Area Take Back Meds program in your community by providing you with the process, documents, agreements and resources that were used to implement this self-sustaining program in Ingham County, Lansing, Michigan.



What Type of Meds

- Prescription Medications
- Antibiotics / Steroids
- Cold and Flu Medicines
- Pet Medications
- Medication Samples
- Medicated Ointments / Lotions

What NOT to do

- Flush down the toilet
- Throw in the trash
- Pour down the drain

What Can Happen

- Pollution in our Great Lakes
- Adverse effects on wildlife
- Contaminated water supplies
- Prescription drug abuse overdoses
- Theft from home or trash

Proper Disposal

- Take to a local pharmacy
- Take to a law enforcement drop-box

The Capital Area Take Back Meds Process

Present properly prepared medications to Pharmacy staff for disposal of non-controlled medications

Controlled Medications referred to Law Enforcement Drop-Box

All unwanted household medications incinerated at 4,000 degrees



Pharmacy Protocol



www.takebackmeds.org

Thank you for properly disposing of unwanted household medications. Your time today will protect our environment and prevent medication abuse. Please carefully review the information below.

Items disposed of through this pharmacy site must be:

- Non-Controlled Drugs
- Prescription Medications
- Over-the-Counter Medications
- Vitamins, herbal remedies and supplements
- Antibiotics, steroids
- Cold and Flu Medication
- Pet Medication

Preparing Medication for Proper Disposal:

- Bring Medications in the original container.
- Do NOT remove the name of the MEDICATION.
- Block-out all identifying PERSONAL information on the prescription label.
- Stay in the pharmacy area until the pharmacy staff have reviewed and accepted your medication for disposal.

Based on rules made by the Drug Enforcement Agency (DEA), medications that are “Controlled Drugs” may only be disposed of by law enforcement agencies. Every law enforcement agency in Ingham County has a drop-box for proper disposal of the following:

- Narcotics
- Medicine used to treat Attention Deficit Disorder (ADD)
- DEA Controlled Substances
- Illegal Drugs
-

Currently, the safest method for destruction of unwanted household medication is incineration, not throwing in the trash or flushing. This pharmacy will provide collection and sorting of non-controlled household medications that will then be incinerated through the Ingham County Health Department, Bureau of Environmental Health.

Do you have other medical items? See reverse for more disposal options.

Disposal Options for OTHER Household Medical Waste

Household Sharps

Residents who use syringes, needles and lancets to administer medications at home and produce “sharps” medical waste can prevent injury, infection and pollution by utilizing the Ingham County, Medical Sharps Disposal Program. Items must be collected in rigid and enclosed containers such as red medical waste containers, coffee cans or plastic detergent bottles.

Granger Recycling Center

www.grangernet.com/517.372.2800

16936 Wood Road, Lansing Charter Township, Michigan 48906

All Year: Monday – Friday from 9 am – 4 pm

Ingham County Health Department Household Hazardous Waste Collection

Ingham County Human Services Building

5303 S. Cedar, Lansing

Follow the signs to: Household Hazardous Waste Collection

May through September

Thursday 2-6 pm

Other Household Hazardous Waste Products collected May through September:

- Hydrogen peroxide, rubbing alcohol
- Aerosol Cans
- Mercury containing products such as thermometers (in plastic bags)
- Nail polish, nail polish remover, perfumes
- Acids and bases (pool chemicals, toilet bowl cleaners)
- Pesticides: lice shampoo, flea bath and power, insecticides

This program is made possible by donated hours from participating pharmacies, law enforcement, municipal public works, local public health departments and you. To maintain this program we rely on your help and commitment. To offer suggestions or to become a volunteer, please contact the Ingham County Health Department, Recycling Hotline: 517.887.4521 or visit: www.ingham.org, Health Department, Bureau of Environmental Health, Recycling.

LETTER OF UNDERSTANDING BETWEEN
INGHAM COUNTY HEALTH DEPARTMENT BUREAU OF ENVIRONMENTAL
HEALTH, AND
[INSERT NAME] PHARMACY

**INGHAM COUNTY COMMUNITY COLLECTION OF UNWANTED
MEDICATIONS**

Ingham County, on behalf of the Ingham County Health Department, Bureau of Environmental Health at 5303 South Cedar Street, Lansing, Michigan (County), and [PHARMACY Name], located at [Address], (PHARMACY), agree as follows:

The County agrees to provide the following services to the PHARMACY:

1. SERVICES OF THE COUNTY

The County agrees to dispose of the unwanted medications collected by the PHARMACY as part of the unwanted medication take-back program.

The County agrees to provide support for those identified by the PHARMACY as leaders of the disposal program, including assistance with scheduling, publicity and coordination support.

The County agrees to provide, by the PHARMACY'S request, education and hands-on training to all pharmacists and pharmacy technicians.

The County agrees to assist the PHARMACY in monitoring the program and providing recognition to the PHARMACY whenever possible.

No monetary compensation will be paid to PHARMACY.

II. RESPONSIBILITY OF THE PHARMACY

The PHARMACY agrees to accept unused prescription drugs and over the counter medications.

The PHARMACY agrees to allow the County's contractor for waste collection and destruction to enter the pharmacy where the collected materials are kept.

The PHARMACY agrees not to accept controlled substances.

The PHARMACY will collect unused medications from citizens and will not distribute expired or unsold products generated by the host pharmacy.

The PHARMACY will dispose of expired medications, which have not been dispensed to the public, through their own internal disposal process.

The PHARMACY agrees to ensure that any recycling equipment provided by the County, including bins and storage units, are properly maintained.

III DURATION

This agreement shall become effective on [DATE] and shall remain in effect for one year. At the end of the first year the agreement shall remain in effect for successive one-year periods unless terminated by either party on 30 days' notice.

IV OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all written documents provided by the County become the property of the PHARMACY for use exclusively in the PHARMACY. The PHARMACY agrees to recognize the County as the author of all materials. The PHARMACY agrees to give the County access to any materials created for the program, in addition to data on the program outcomes, for future publicity.

V AMENDMENTS

Any amendments to this agreement must be made in writing and signed by both parties.

FOR THE COUNTY

FOR THE PHARMACY

Debra Nolan, Chairperson
County Board of Commissioners

Owner/Manager

Dated: _____

Dated: _____

Pharmacist

Dated: _____

APPROVED AS TO FORM
FOR COUNTY OF INGHAM:
COHL, STOKER & TOSKEY, P.C.

By: _____
Timothy M. Perrone

1. COPY



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

STEVE ARWOOD
DIRECTOR

July 29, 2013

James R. Wilson, R.S., M.S., Director
Bureau of Environmental Health
Ingham County Health Department
5305 S. Cedar Street
Lansing, Michigan 48911-7661

Dear Mr. Wilson:

We have reviewed your proposed collection protocol for unused or unwanted household medication and their disposal here in Ingham County and we support your efforts to protect the public and environmental health of our community.

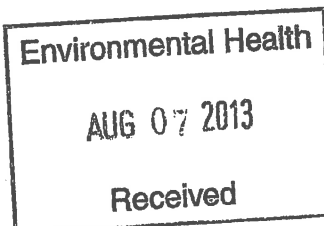
Please assure any participating pharmacy or pharmacists that their involvement with this project should not impact their license to practice as long as they comply with the protocol established by your office and comply also with the conditions outlined in the *Letter of Understanding* drafted by the Ingham County Legal Council. Further, we appreciate their willingness to assist in protecting the public's health, safety and welfare.

We wish you success with this medication disposal initiative.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carole H. Engle".

Carole H. Engle, Director
Bureau of Health Care Services



LARA is an equal opportunity employer/program.
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

HEALTH PROFESSIONS DIVISION
611 W. OTTAWA ST. 1ST FL • P.O. BOX 30670 • LANSING, MICHIGAN 48909
www.michigan.gov/healthlicense • (517) 335-0918

Law Enforcement Protocol



COUNTY of INGHAM

State of Michigan



SHERIFF'S OFFICE

Gene L. Wriggelsworth
Sheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Allan C. Spyke
Undersheriff

Greg S. Harless
Chief Deputy

Joel Maatman
Major

MED DROP OFF PROGRAM

1. HAVE ALL AREA DEPARTMENTS BRING THEIR MEDS TO THE ICSO.
 - a. ICSO QUARTERMASTER WILL SEND OUT NOTIFICATION OF THE DAY AND TIMES FOR THE MEDS TO BE DROPPED OFF.
 - b. THE MEDS WILL BE DELIVERED BY A CERTIFIED OFFICER FROM EACH DEPARTMENT PARTICIPATING IN THE MED DROP OFF PROGRAM.
 - c. WEIGH AND SIGN OFF FOR EVERY BOX.
 - d. ICSO QUARTERMASTER AND THE OFFICERS DELIVERING THE MEDS WILL SIGN THE FORM AND INITIAL WITH A DATE ON THE LABELS OF EACH BOX DELIVERED.
 - e. ALL MEDS MUST BE IN A BOX AND SEALED WITH EVIDENCE TAPE.
 - f. ALL BOXES MUST BE SECURED AND NOT DAMAGED AND/OR LEAKING.

NOTE: IF A BOX DOES NOT MEET THE STANDARDS LISTED ABOVE WE WILL NOT ACCEPT IT.

2. THE MEDS WILL BE HOUSED IN THE EVIDENCE ROOM AT THE ICSO OVERNIGHT. WE DO NOT HAVE THE SPACE TO HOUSE ALL THE MEDS FOR A PERIOD OF TIME LONGER THEN OVERNIGHT.
 - a. THE OFFICER IN CHARGE OF TAKING THE MEDS TO KENT CO. WILL CALL AHEAD OF TIME TO INSURE THE PLANT WILL TAKE THE MEDS.
 - b. LISTED BELOW IS THE CONTACT @ KENT CO. WASTE TO ENERGY.

BILL ALLEN @ (616)336-4355

3. ICSO QUARTERMASTER AND THE 2ND CERTIFIED POLICE OFFICER WILL LOAD THE TRUCK.

- a. INSPECT THE BOXES AND MAKE SURE THE SEALS ARE IN TACT AND THE BOXES ARE NOT LEAKING OR DAMAGED.

KENT CO. WASTE TO ENERGY PLANT
950 MARKET AVE. SW
GRAND RAPIDS MI 49503

NOTE: IF A BOX DOES GET DAMAGED DURING THE LOADING AND/OR TRANSPORT PHASE. MAKE SURE YOU CLEARLY NOTE ON THE SHEET WHICH BOX WAS DAMAGED AND PREPARE A SUPPLEMENTAL REPORT ON THE INCIDENT AND HOW YOU FIXED AND/OR RE-PACKAGED THE MEDS. MAKE SURE TO INCLUDE THE 2ND OFFICER IN THE REPORT AND ALSO HAVE THEM SIGN AND DATE THE REPORT.

- b. BOTH OFFICERS WILL DRIVE TO KENT CO. WASTE TO ENERGY FACILITY.
 - a. GO TO THE ROLL UP DOOR ON THE NORTH SIDE OF THE BUILDING.
 - b. YOU WILL BE UNLOADING ALL THE MEDS THERE.
 - c. REMEMBER THIS IS AN INDUSTRIAL ZONE SO YOU WILL NEED THE FOLLOWING.

EQUIPMENT: HARD HAT, EYE AND EAR PROTECTION. LONG SLEEVE SHIRT OR COAT.

- d. YOU WILL THEN GO TO THE 3RD FLOOR TO SIGN IN.
- e. YOU WILL THEN GO TO THE 5TH FLOOR AND THROW THE MEDS INTO THE HOPPER BIN.
- f. IF YOU THROW THEM INTO THE FRONT OF THE BIN YOU WILL NOT HAVE TO WAIT AS LONG FOR THEM TO ENTER THE INCINERATOR.
- g. COMPLETE THE INCINERATOR FORMS.
- h. MAKE 3 COPIES. ONE COPY FOR HEALTH DEPARTMENT, ONE COPY FOR THE DEPT. THAT DROPPED OFF THE MEDS AND ONE COPY FOR YOUR RECORDS.
- i. IF THE DEPARTMENT DROPPING OF THE MEDS WOULD LIKE A FAXED COPY OF THE SIGNED FORMS THEN THEY WILL HAVE TO PROVIDE THEIR FAX NUMBER ON THE MED DROP OFF FORM.

Take-Back Meds Promotion



Safe Disposal of Unwanted Medications

The Take Back Meds Program is a joint effort between local pharmacies, law enforcement, health departments, wastewater treatment and MDEQ to provide residents with proper household medicine disposal.

www.takebackmeds.org



Handle Unwanted Medicine Properly

Do NOT

- Throw in the trash
- Pour down the drain
- Flush down the toilet



Safe Disposal of Unwanted Medications

To view a list of participating Pharmacies and Law Enforcement Agencies visit

www.takebackmeds.org

Prepare you Medication for Disposal

- Bring medications in original container or packaging
- Block out all identifying personal information on label
- Do NOT remove the name of the medication from the container or package

Safe Disposal of Sharps

To prevent injury, infection and pollution these items must be collected and stored in rigid, sealed containers

Granger Recycling Center
 16936 Wood Road, Lansing
 (517) 373.2800
www.grangernet.com
 Monday-Friday 9am-4pm

Ingham County Health Department
 Household Hazardous Waste Collection
 (517) 887.4312
 May-September
 Thursdays 2-6pm



This program provided by Ingham County Health Department and made possible through a Pollution Prevention Grant from Michigan Department of Environmental Quality.

PARTICIPATING PHARMACY

www.takebackmeds.org



FAQ Frequently Asked Questions

What happens to the drugs collected through this program?

Currently, the safest method for destruction of unwanted household medication is incineration; not flushing or disposal with trash.

All medications collected will be incinerated at 4000° through a supervised disposal process.

Why can't I drop off my controlled drugs at a pharmacy?

Controlled substances are strictly regulated by the U.S. Drug Enforcement Agency. The rules for disposal on controlled substances require them to be disposed of by law enforcement agencies only.

All law enforcement agencies in Ingham County and some law enforcement agencies in other counties have a drop box for controlled substances.

Does Take Back Meds Take syringes, needles, lancets and Epi-pens?

The proper method for disposing of these medical waste "sharps" is through the disposal programs offered by your local health department or community waste hauler.

To prevent injury, infection and pollution, these items must be collected and stored in rigid, sealed containers such as coffee cans or plastic detergent bottles. Red medical waste containers are available for purchase at most pharmacies.

Drop off sharps containers in the Capital Area at:

Granger Recycling Center

16936 Wood Rd, Lansing

517-372-2800 www.granger.net

Year Round: Monday-Friday, 9 am - 4 pm

Ingham County Health Department Ingham County Residents Only

Bureau of Environmental Health

Household Hazardous Waste Drop-off

517-887-4312 www.hd.ingham.org

Capital Area Take Back Meds www.takebackmeds.org

Things to Remember

Non-controlled medications go to:

My pharmacy: _____

Phone: _____

Controlled medications go to: My Law Enforcement Office

Location: _____

Phone: _____

Vitamins and supplements are safe to dispose of in household trash.

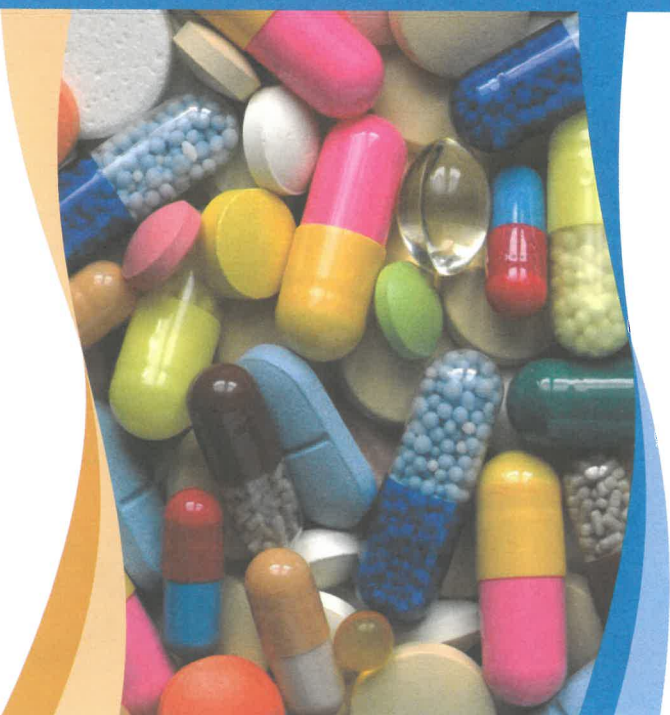
When Dropping Off:

- Bring medications in original container/packaging.
- Do **NOT** remove the name of the medication from container
- Block out all identifying personal information on the label

Never:

- Flush medications down the toilet
- Pour medications in the sink or down the drain
- Throw medications in the trash

For more information visit us online at
www.takebackmeds.org



Safe Disposal of Unwanted Medications



www.takebackmeds.org

Take Back Meds - A drop off program for unused non-controlled prescription drugs and over-the-counter medications.

The Take Back Meds Program is a joint effort between local pharmacies, law enforcement, health department, wastewater treatment and MDEQ to provide residents with safe, convenient access to proper medicine disposal.

Take Back Meds includes many local pharmacies and law enforcement agencies accepting your unwanted medications.

Disposing of your medicines at one of these locations will ensure that your medicines will not be stolen from the garbage, will not enter our environment and eliminates the potential for abuse and overdoses at home.



Department of
Environmental Quality
PURE MICHIGAN

This program is coordinated by the Ingham County Health Department and made possible through a Pollution Prevention Grant from Michigan Department of Environmental Quality.

Handle your unwanted medications properly.

Do NOT

- Throw in the trash*
- Pour down the drain*
- Flush down the toilet*

visit www.takebackmeds.org for more info.

Non-Controlled Medications

Controlled Medications

What is a non-controlled medication?

Non-controlled substances include over-the-counter medications and medications that are prescribed to treat medical conditions such as high blood pressure, diabetes, and bacterial infections.

Prescriptions for non-controlled substances are not subject to all of the limitations that controlled substance prescriptions are.

What is a controlled medication?

A controlled substance is a drug or chemical whose manufacture, possession, or use is regulated by the government because of the potential for abuse or addiction. Such drugs include those classified as narcotics, stimulants, depressants, hallucinogens, and cannabis.

Accepted at Participating Pharmacies:

- ✔ *Non-controlled drugs*
- ✔ *Antibiotics, steroids*
- ✔ *Prescription medications*
- ✔ *Over-the-Counter medications*
- ✔ *Cold and flu medications*
- ✔ *Pet medication*

Controlled substances don't include many prescription items such as antibiotics. Based on rules made by the United States Drug Enforcement Agency (DEA) medications that are controlled may only be disposed of by law enforcement agencies.

Where can I take my non-controlled medication for safe disposal?

Drop off unwanted non-controlled medications to a participating pharmacy. Look for the Take Back Meds logo in the window or ask your local pharmacy if they are partners with the program.

Where can I take my controlled medication for safe disposal?

Every law enforcement agency in Ingham County has a no questions asked drop-box for proper disposal of controlled drugs.

A complete list of participating pharmacies can be found at www.takebackmeds.org.

Accepted At Law Enforcement Agencies:

- ✔ *Controlled and illegal drugs*
- ✔ *Pain relievers*
- ✔ *Anti-depressants*
- ✔ *Sleep aids*
- ✔ *Behavior modification medication*
- ✔ *Cough medication*

How to Prepare All Medications for Disposal.

- Bring medications in original container/packaging.
- **Do NOT** remove the name of the medication from container.
- Block out all identifying personal information on the label.

Please stay in the pharmacy area until the pharmacy staff have reviewed and accepted your medication for disposal.



Additional Resources



Capital Area

Take-Back Meds: www.takebackmeds.org
Tricia Brubaker, Environmental Health
Ingham County Health Department
5303 S. Cedar St. | Lansing, MI 48911
TBrubaker@ingham.org
Office: (517) 887-4312

Ingham Substance Abuse Prevention Coalition (ISAPC)
Eaton Regional Education Services Agency/Prevention Program Services
Kim Thalison KThalison@Eatonresa.org
Office: 517.541.8749

Michigan

Michigan Department of Environmental Quality
Household Hazardous Waste (HHW)/County Partners
http://www.michigan.gov/deq/0,1607,7-135-3312_4118-70304--,00.html

Alliance for the Great Lakes – Report on Pharmaceutical Byproducts
<http://www.greatlakes.org/pharmareport>

Michigan Pharmacist Association
Medication Disposal
<http://www.michiganpharmacists.org/medicationdisposal>

Yellow Jug/Old Drug – Pharmacy Disposal Program
<http://www.greatlakescleanwater.org/yellow-jug-old-drugs/>

Prevention Network of Michigan – Community Drug-Prevention Agency Network
<http://www.preventionnetwork.org/>

Michigan Department of Health and Human Services - Do Your Part – Drug Prevention
http://www.michigan.gov/mdhhs/0,5885,7-339-71550_2941_60514---,00.html

National

Drug Enforcement Agency – Office of Diversion and Control
http://www.deadiversion.usdoj.gov/drug_disposal/index.html

Office of National Drug Control Policy/National Strategy to address Prescription Drug Abuse
<https://www.whitehouse.gov/ondcp>