**Lost Controlled Drug Medication Policy**

The purpose of this policy is to provide guidance for doctors, nurses, and patients to enable safe prescribing of controlled drugs (CDs). Incorrect prescribing of these medicines can result in harm to patients including addiction, physical and mental harm, and death. This guideline primarily focuses on drugs which are commonly used for recreation, abuse, or where risk of diversion is high. These include but are not limited to:

* Morphine
* Diazepam
* Tramadol
* Temazepam
* Codeine
* Alprazolam
* Dihydrocodeine
* Pregabalin
* Oxycodone
* Gabapentin
* Fentanyl
* Zopiclone
* Buprenorphine
* Zolpidem

If a patient contacts the surgery saying they have lost their controlled drug medication it should be reported to Hertfordshire police due to the reasons listed above. The Website is for Hertfordshire is <https://www.herts.police.uk/ro/report/lp/lost-or-found-property/>. If lost outside of Hertfordshire the loss will need to be reported to the constabulary for that area.

Once the crime reference number is provided to the practice, it is up to the on-call doctor as to whether more should be issued. Reception will place a note stating “CD early request, first, \*insert date\*” on the patient’s alerts and the crime reference number will be entered onto the tabbed journal. If a patient contacts the surgery again saying they have lost their CD medications and again a crime reference number is provided their prescriptions will be changed to weekly and they will not be issued with more medication. Reception will place a note stating “CD early request, multiple” on the patient’s alerts.

If a patient on weekly prescriptions contacts the surgery saying they have lost their CD medications and the same protocol is followed regarding the crime reference number, their prescriptions will be changed to daily prescriptions, and they will not be issued with more medication.