UNIVERSITY OF NOTRE DAME

Record of Controlled Substances Administered or Dispensed

One log sheet must be completed for each container of Controlled Substance. If the material is converted or diluted, start a new log form to track that usage; reference the original container's lot or serial number and original container number assigned by lab.

Controlled Substance usage must be tracked on a per dose (use) basis and only by an Authorized Individual. Record total quantity of the substance to the nearest metric unit weight/volume or the total number of units in finished form.

Registrant Name _____ DEA Number_____
Drug_____ Form_____ Schedule_____ Amount _____ Supplier _____
NDC#_____ Lot# _____ Empty bottle wt. _____ Full bottle wt. _____

Date	Animal ID	Signature/ Initials	Starting Amount	Amount Used	Balance volume	Balance weight

Registrant Name _____ **DEA Number**_____
Drug_____ **Form**_____ **Schedule**_____ **Amount** _____ **Supplier** _____
NDC#_____ **Lot#** _____ **Empty bottle wt.** _____ **Full bottle wt.** _____

Date	Animal ID	Signature/ Initials	Starting Amount	Amount Used	Balance volume	Balance weight