



**Government of the District of Columbia
Department of Health
Health Regulation and Licensing Administration
&
Pharmaceutical Control Division**



TIPS for Practitioners:

In an effort to assist practitioners with safeguarding unauthorized access to prescriptions, here are a few tips to help reduce the theft of your prescription pad:

1. Limit the number of medical personnel in the office or clinic who can write prescriptions. Require that all prescriptions also be approved by the physician in charge.
2. Keep prescription pads in a locked drawer or vault in a room apart from the rooms where patients are examined or treated.
3. Use safety papers and inks for prescription pads. This will negate some forgeries or alterations to the prescription.
4. Use only “tamper-proof” prescription pads, which are nearly impossible to trace, copy or otherwise mimic. These pads are difficult to reproduce and any attempt change the prescription is easy to detect. “Laid lines” on a prescription pad make it hard for a thief to cut and paste prescriptions. New coats and laminates provide a protective seal over the prescription to make altering it virtually impossible. Borders and fillers on prescription pads make it more difficult to change the prescription.
5. Use an electronic system like bar-coding to confirm the number of tablets ordered. This will keep thieves from increasing the prescribed number of pills.
6. Install a surveillance system in any area where prescription pads are stored. This will ward off some potential thieves and help you capture others.
7. Prescribe only to patients you know or can verify by proper identification.
8. Prescribe drugs electronically straight from your office or clinic to the pharmacist. While it is not impossible for such prescriptions to be duplicated, it is much harder than with paper prescriptions.