

Reporting a Theft or Significant Loss of Controlled Substances or Dangerous Drugs

A theft or loss of a significant amount of controlled substances and all dosage forms containing nalbuphine (*e.g.*, Nubain®) must be reported ***immediately upon discovery*** of the theft or loss. The following procedures should be followed.

Controlled Substances

- (1) Complete a DEA form 106 as directed and make four (4) copies.
- (2) Distribute the copies as follows:

Original and One (1) copy — mail to DEA Divisional Office

Dallas Divisional Office (*For Texas zip codes other than Houston*)
Drug Enforcement Administration
10160 Technology Blvd. East
Dallas, Texas 75220

Houston Divisional Office (*For Texas zip codes other than Dallas*)
Drug Enforcement Administration
1433 West Loop South, Suite 600
Houston, Texas 77027

San Antonio District Office (*For central and western Texas*)
Drug Enforcement Administration
10127 Morocco, Suite 200
San Antonio, Texas 78216

- One (1) copy — mail to TSBP at:
Texas State Board of Pharmacy
George H. W. Bush State Office Building
1801 Congress Avenue
Suite 13.100
Austin, Texas 78701-1319

- One (1) copy — retain in the pharmacy's files for 2 years

**Note: Ambulatory surgical centers must also report any theft or loss of controlled substances to the Texas Department of State Health Services, Health Facility Licensing and Compliance Division, 1100 West 49th Street, Austin, Texas 78756.*

Dangerous Drugs

- (1) Send a letter to the Board regarding the loss of dangerous drugs. Include in the letter the following information:
 - (a) name, address, and TSBP license number of the pharmacy;
 - (b) a list of the name(s) and quantities of dangerous drug(s) lost;
 - (c) a report of the circumstances of the loss; and
 - (d) date of the loss.
- (2) Distribute the copies as follows:
 - Original copy — Mail to TSBP at:
Texas State Board of Pharmacy
George H. W. Bush State Office Building
1801 Congress Avenue
Suite 13.100
Austin, Texas 78701-1319
 - One (1) copy — retain in the pharmacy's files for 2 years