

Prescription Drug (Rx) and DEA Controlled Substance Order Worksheet

PI/Researcher Name: _____ Date of Order: _____
 Budget Information: _____
 Vendor Name: _____ (See below for vendor address)

Rx/DEA Item Name:		Rx/DEA Item Name:	
DEA Schedule (I-IV) or Rx:		DEA Schedule (I-IV) or Rx:	
Catalog number:		Catalog number:	
Number of units:		Number of units:	
Price/unit:		Price/unit:	

Purchasing Representative Instructions

When entering purchasing information, add the following information to the requisition:

- **Ship to Code: SMCH1225** (ships to EH&S at Carothers)
- **Use the item category code 5114220008 or 5100000008** (DEA/Rx drugs must be routed to EH&S for approval; these codes indicate that the item is either an Rx or controlled substance and will be sent to us)
- **Reference DEA license #RF0299607 and DBPR #50188** either as part of the item description or in the “comments section” so it will appear on the Purchase Order.
- **DEA Schedule I or II drugs:** Create a note to purchasing requesting **no fax for the PO...** EH&S will obtain and mail PO to the vendor.
- **DEA Schedule III – V or Rx drugs:** May be faxed directly from purchasing to the vendor, once the EH&S approval is complete.

Controlled Substance Vendor Information

Addresses for DEA Schedule III-V & Rx	Addresses for DEA Schedule II ONLY
Henry Schein Animal Health Supply Attn: Renee Noah 445 SW 52 Ave. Suite 100 Ocala, FL 34474	Henry Schein Animal Health Attn: Regulatory Affairs 400 Metro Place N. Dublin, OH 43017
Patterson Veterinary Supply 13631 Progress Blvd. Suite 100 Alachua, FL 32615	Patterson Logistics Services, Inc. 925 Carolina Pines Blvd. Suite B Blythewood, SC 29016
MWI Veterinary Supply Co. 9080 Boggy Creek Rd. Suite 100 Orlando, FL 32824	MWI Veterinary Supply 2450 Midpoint Drive Edwardsville, KS 66113
Addresses for all DEA Schedules	
Sigma-Aldrich Attn: DEA Department 3050 Spruce Street St. Louis, MO 63103	Spectrum Laboratory Products 14422 S. San Pedro Street Gardena, CA 90248
McKesson 1515 Kendrick Lane Lakeland, FL 33805 <i>**Note: Do not fax, send all POs to EH&S**</i>	

See separate account log on information to view the veterinary supply company catalogs