



# Louisiana Board of Pharmacy

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## Notification of Permanent Closure of CDS License at Healthcare Facility

Note:

The permanent closure of a CDS permit at a healthcare facility requires the appropriate disposition of the controlled substance medications, as well as the inventories and other records related to the controlled substances.

- a. Controlled substance medications may only be transferred to another entity in possession of a current DEA registration;
- b. The destination of the records must be declared herein, and that entity shall store such records for no less than two years.

Instructions:

- 1 – Please complete form online before printing it, and then sign and date the form.
- 2 – Mail form to the address noted above.

### Section 1 – Facility Information

Name (as it appears on the original credential): \_\_\_\_\_ CDS License No.: \_\_\_\_\_

\_\_\_\_\_ DEA Registration No.: \_\_\_\_\_

Date of Closure: \_\_\_\_\_

### Section 2 – Recipient of Controlled Substance Inventory

Name (as it appears on the original credential): \_\_\_\_\_

DEA Registration No.: \_\_\_\_\_

### Section 3 – Destination of Controlled Substance Records (inventories, order forms, invoices, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Records must be stored securely and shall be available for inquiry by the Board, for no less than two years after the date of closure.

### Section 4 – Surrender of Credentials

- A. Return your unused DEA-222 order forms and DEA registration to:  
U. S. Drug Enforcement Administration  
3838 North Causeway Blvd., Suite 1800  
Lakeway III Building  
Metairie, LA 70002-8198
- B. Attach your Louisiana CDS License credential to this form and mail it to the Board office.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_