

Expired Medication Removal Procedures:

- Please fill out the following “Medication Removal Form” fax completed form to Risk Management 754-321-1917
- Please be sure to blacken out any RX information pertaining to the individual the medication was prescribed for.
- If you should need bubble wrap for breakable items please contact Vivica Loubriel-754-321-1900 or Julianne Gilmore 754-321-1905.
- Please place the completed copy of the “Medication Removal Form” inside the pony envelope, box, or package containing the expired medications, addressing the contents to KCW 11th Floor, Risk Management Department
- Do Not forget to place a copy of the completed “Medication Removal Form” in your school’s binder for your records