# *Controlled Substances Annual Audit Record*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEA Registrant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Safe Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEA Registration #: ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PI / authorized user lab: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inventory performed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name Signature

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| Controlled Substance | **\*Lab**  **Ref #** | **Concentration**  **or Strength** | **Expected**  **Amount** | Actual Inventory *Total ml or mg*  **Opened** | Actual Inventory *Total ml or mg*  **Unopened** | **Discrepancy**  **or Comments** | **Initials** |
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\*Lab Ref # is a unique number added to the controlled substance bottle in some labs. This is not required but highly recommended.

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| Controlled Substance | **\*Lab**  **Ref #** | **Concentration**  **or Strength** | **Expected**  **Amount** | Actual Inventory *Total ml or mg*  **Opened** | Actual Inventory *Total ml or mg*  **Unopened** | **Discrepancy**  **or Comments** | **Initials** |
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