




OFFICE OF THE CHIEF OF RESCUE

January 3, 2014

INSTRUCTIONAL BULLETIN #14-01

TO: All Fire and Rescue Personnel

FROM: Ivan T. Mote, Division Chief/Rescue 

RE: **Controlled Substance Logs for 2013**

Advanced Life Support Company Controlled Substance Logs are due to the Quality Improvement Office by February 1, 2014. These reports are required by a number of State and Federal Agencies including the Drug Enforcement Administration (DEA) in order to comply with CFR 21 Section 1301 and 1304; and Florida Statutes 401, 499, and 893. All entries are to be in ink and legible. Any errors must have a single line drawn through the error, not blackened out or otherwise masked and not readable.

Captains please verify the accurate completion of all pages covering January 1, 2013 through December 31, 2013. If there is any missing information, please have the personnel who are affected complete the drug log properly. After the missing information has been corrected, please forward the completed logs to the appropriate District/Battalion Chief. The District/Battalion Chief will verify that the drug logs have been completed properly and deliver them to the Quality Improvement Office at JFRD Headquarters.

If you have any questions, please contact your District/Battalion Chief as appropriate.

ITM/mb/af

