



UNIVERSITY of
DENVER

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POLICY MANUAL
CONTROLLED SUBSTANCES FOR RESEARCH
PURPOSES

Responsible Department: Office of Research and Sponsored Programs

Recommended By: SVC Research and Graduate Education, Director of Campus Safety

Approved By: Chancellor

Policy Number
ORSP 8.10.010

Effective Date
3/23/2022

I. INTRODUCTION

- A. Certain research and instructional activities conducted under the auspices of this University require the use of controlled substances.
- B. Controlled substances, which are drugs with high potential for abuse, are identified in the schedules contained within the Controlled Substance Inventory List, published by the Drug Enforcement Administration (DEA) of the U.S. Department of Justice.

II. POLICY OVERVIEW

- A. Use of controlled substances at the University in scholarly and teaching activities is restricted to authorized persons working under the direct supervision of a DEA registrant in accordance with the DEA registration, and in compliance with all applicable federal and state requirements.
- B. The University reserves the right to conduct audits and inspections to assess such compliance.

III. PROCESS OVERVIEW

- A. Faculty members who serve as either principal investigators or supervisors of any research or instructional activity in which controlled substances are used must:
 - 1. Obtain and maintain appropriate registration with the Drug Enforcement Administration (DEA) (Note: Registration(s) must be coordinated with the Office of Research and Sponsored Programs).
 - 2. Submit copies of the registration to the Office of Research and Sponsored Programs each time it is issued or renewed.
 - 3. Complying with all state and federal laws and regulations pertaining to

such use of controlled substances, including registration restrictions, and requirements regarding physical and other security, disposal of outdated stock, and inventory and record-keeping procedures.

B. Additional Requirements:

1. Investigators are responsible for obtaining all applicable institutional approvals (e.g., Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Human Research Protection Program, etc.).
2. DEA registrants have an immediate, mandatory obligation to inform the Director of Environmental Health and Safety, the Director of Campus Safety, and the Senior Vice Chancellor for Research and Graduate Education of any loss or theft of a controlled substance.

IV. DEFINITIONS

- A. “Controlled substances”** include all drugs and other substances that are considered controlled substances under the Federal [Controlled Substances Act](#) (CSA).
- B. “Drug Enforcement Administration (DEA)”** means The Drug Enforcement Agency, a branch of the U.S. Justice Department.
- C. “DEA registrant”** means a University employee who is named as the registrant on a DEA registration.

V. RESOURCES

[University of Denver Office of Research and Sponsored Programs \(ORSP\)](#)

[Drug Enforcement Administration \(DEA\)](#)

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