

# Controlled Substances

## Form 7, Transfers for Schedule III – V

### Drugs Only



THE OHIO STATE UNIVERSITY

ENTERPRISE FOR RESEARCH, INNOVATION  
AND KNOWLEDGE

University Square South

15 E. 15th Avenue, 4th Floor, Columbus, OH 43201

## Instructions

1. List all controlled substances to be transferred.
2. Provide copies of completed Form 7 to both registrants and college administrators.
3. Retain a copy of completed Form 7 in your controlled substance binder.
4. Schedule II transfers must use a DEA Form 222.
5. Transferer and recipient must immediately document the transfer on Individual Drug Log (Form 2) and Purchasing/Receiving Log (Form 5).

## A. Transfer From

DEA Registrant		DEA Registration Number <i>last 4 digits only</i>	
DEA Registration Renewal Date	Email	Phone	
Controlled Substance Storage College		Controlled Substance location <i>building and room number</i>	
Reason for Transfer			
Protocol Type <input type="checkbox"/> IACUC <input type="checkbox"/> IBC <input type="checkbox"/> Other _____			
Approved Protocol Number A.	Approved Protocol Number B.	Approved Protocol Number C.	Approved Protocol Number D.

## B. Transfer To

DEA Registrant		DEA Registration Number <i>last 4 digits only</i>	
DEA Registration Renewal Date	Email	Phone	
Controlled Substance Storage College		Controlled Substance location <i>building and room number</i>	
Reason for Transfer			
Protocol Type <input type="checkbox"/> IACUC <input type="checkbox"/> IBC <input type="checkbox"/> Other _____			
Approved Protocol Number A.	Approved Protocol Number B.	Approved Protocol Number C.	Approved Protocol Number D.

## List Controlled Substances being Transferred

Controlled Substance Name	Schedule (III – V)	Vendor Name and Lot Number	State (tablet; powder; liquid)	Quantity (g; mg; ml)	Strength (mg/ ml)	Ohio State Vial Number

### C. Approvals and Signatures

Recipient College Approval ☐ Yes ☐ No

Date of Transfer \_\_\_\_\_

College Contact Name

College Contact Signature

Transferer Name

Transferer Signature

Recipient Name

Recipient Signature