

SCHEDULE VI INFORMATION SHEET

In addition to Schedules I-V to classify controlled substances, Virginia has a Schedule VI class of drugs.

The classes of drugs and devices that fall under Schedule VI can be found at § 54.1-3455 of the Code of Virginia. Please see here for the full regulation: <https://law.lis.virginia.gov/vacode/title54.1/chapter34/section54.1-3455/>

Examples of Schedule VI drugs include isoflurane and xylazine.

All PIs who store and use Schedule VI drugs as a part of their research must have a Virginia Board of Pharmacy controlled substances registration.

How to Obtain a Virginia Board of Pharmacy Schedule VI Registration:

- 1) Print the application and complete it. The Board requires an original signature, so please do not fax or scan it.

Here is a link to where the application form can be found:

<https://www.dhp.virginia.gov/Boards/Pharmacy/PractitionerResources/FormsandApplications/>

To request a copy of a sample completed application, please email controlsub@vcu.edu.

- 2) Check the appropriate box – either “New” or “Change to Drug Schedule.”
The fee for a new application is \$120. (Paid by check.)
There is no fee for a change to drug schedule. (“No Fee” applications can be emailed to pharmbd@dhp.virginia.gov.)
- 3) Check the boxes for all “Controlled Substance Schedules” you require, new and existing.
- 4) For Footnote 2 of the application, attach to the application your CV and a short write-up explaining your protocol(s) and the controlled substance(s) you need for your protocol. A paragraph should be enough to explain the purpose of your project, the controlled substance(s) you need, and why you need it for the project.
- 5) Mail the completed application to the Board using the address at the top of the application.
- 6) For a new application, the Virginia Board of Pharmacy will schedule a time for inspection.

For a change to drug schedule, once the application is received and approved, the change will be made to the Board’s database and a new, updated registration will be mailed to the PI. Please allow 7-10 business days for delivery by mail.

If you have any questions, the Virginia Board of Pharmacy can be reached at:
pharmbd@dhp.virginia.gov or [804-367-4456](tel:804-367-4456).

How to Order Schedule VI Drugs at VCU:

Once a Virginia Board of Pharmacy Schedule VI registration is obtained, PIs can order Schedule VI drugs from any one of the following sources listed below.

(Please note that a DEA registration is not required to order Schedule VI drugs or to open a vendor account.)

1) Order through RealSource

a) **Medline**

Prior to ordering through RealSource, PI must email a PDF copy of their Virginia Board of Pharmacy registration to VCU's Medline representative:

Liz Mann

757-651-2248

Emann@medline.com

Lauren Davis

563-585-1007

ladavis@medline.com

The shipping address must be the same as the registration address. Contact your department's fiscal administrator for payment questions.

b) **Covetrus**

<https://northamerica.covetrus.com/>

phone: 800-258-2148

c) **MWI Animal Health**

<https://www.mwiah.com/>

phone: 800-896-8873

d) **Patterson Veterinary**

<https://www.pattersonvet.com/>

phone: 800-225-7911

Prior to ordering through RealSource from one of the above sources (b. - d.), PI must set up their own account and provide their Virginia Board of Pharmacy registration. The shipping address must be the same as the registration address. New account forms can be submitted online or filled out and submitted via email/fax. Contact your department's fiscal administrator for payment questions.

2) Order from **VCU Health Investigational Drug Services**

Located at VCU Health, Main Hospital, Basement, Room B-300

<https://research.vcu.edu/human-research/ids/>

Contact your department's fiscal administrator for payment questions.

How to Store Schedule VI Drugs:

Schedule VI drugs should be kept out of sight when not in use and behind a locked door or cabinet when the registrant is not present. Schedule VI drugs do not need to be locked in a safe and do not require a usage log.

How to Dispose of Isoflurane:

To dispose of isoflurane, use VCU Environmental Health & Safety's Chemical Waste Disposal process.

The Hazardous Waste Pick Up Request Form can be found on this website: <https://srm.vcu.edu/labs--research/waste-management/chemical-waste/>

Disposal of Empty Isoflurane Bottles:

Empty bottles are non-hazardous waste. To dispose of them, rinse out the bottles, deface the labels on the outside of the bottles, and place them in a non-infectious glass box ([example](#)). When you are ready to dispose of the box, tape up/seal the box and it can go out with the regular trash.