



## MONTANA STATE HOSPITAL POLICY AND PROCEDURE

### Licensed Independent Practitioner Use of Hospital DEA Number

**Effective Date:** February 14, 2019

**Policy:** MS-06

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- I. PURPOSE:** To define when a Licensed Independent Practitioner may use the hospital DEA registration number.
- II. POLICY:** The hospital DEA registration number may only be used by a Licensed Independent Practitioner as defined by this policy.
- III. DEFINITIONS:**
  - A. DEA: Drug Enforcement Administration of the US Department of Justice regulates interstate commerce in prescription drugs to prevent them from being used as drugs of abuse. Every prescription written in the United States bears the DEA number of the prescribing physician.
  - B. Licensed Independent Practitioner: An active, provisional or part-time physician or APRN and/or CNS who attends to the care of the patients at Montana State Hospital.
- IV. RESPONSIBILITIES:**
  - A. Medical Director or Designee is responsible for the duties as outlined in this policy.
- V. PROCEDURE:**
  - A. **Practitioner Use of Hospital DEA Registration Number:** A Licensed Independent Practitioner who is an agent or employee of the hospital, when acting in the usual course of business or employment, may administer, dispense, or prescribe controlled substances under the registration of the hospital or other institution in which he or she is employed, provided that:
    1. The dispensing, administering, or prescribing is in the usual course of professional practice;
    2. The Licensed Independent Practitioner is authorized to do so by the state in which he or she is practicing;
    3. The hospital or institution has verified the Licensed Independent Practitioner is permitted to dispense, administer, or prescribe controlled substances within the state;

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4. The Licensed Independent Practitioner acts only within the scope of employment in the hospital or institution;
5. The hospital authorizes the Licensed Independent Practitioner to dispense or prescribe under its registration and assigns a specific internal code number (Hospital DEA registration number plus three digit practitioner code number) for each Licensed Independent Practitioner so authorized.
  
6. A current list of internal codes and the corresponding individual Licensed Independent Practitioners is maintained. This list will be available at all times to other registrants and law enforcement agencies upon request for the purpose of verifying the authority of the prescribing Licensed Independent Practitioner.

**VI. REFERENCES:** DEA Practitioner's Manual Section II. General Requirement (Accessed October 2014)

<http://www.deadiversion.usdoj.gov/pubs/manuals/pract/section2.htm>

**VII. COLLABORATED WITH:** Medical Director, Administrative Assistant to Clinical Services, Pharmacy Director.

**VIII. RESCISSIONS:** None, new policy.

**IX. DISTRIBUTION:** All hospital policy manuals.

**X. ANNUAL REVIEW AND AUTHORIZATION:** This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per ARM § 37-106-330.

**XI. FOLLOW-UP RESPONSIBILITY:** Medical Director

**XII. ATTACHMENTS:** None

Signature:

Kyle Fouts  
Interim Hospital Administrator

Thomas Gray, MD  
Medical Director