

Narcotics notes – template

The details below must be recorded, pursuant to the Swedish Medical Products Agency provision (LVFS 2011:9 on narcotic drug control). The template can be completed on paper or electronically. Use as many "Page 2" as you need.

Year:	Organisation:	Person responsible:					
Description of what the narcotic substance/s is/are used for:							
(can also be described under Further information)							

Append last year's "Annual report of stored narcotics" or narcotics notes to enable verification of the reported stored amount.

NB: Narcotics notes and other documentation related to narcotics management shall be kept for at least five years.

Purchase (Pu), Receipt (Re)*, Use (U), Discard (Dis)**

- * A reference to the invoice for the transaction must be included under Further information, e.g. the supplier, order no. and/or invoice no.
- ** Describe the reason for discarding the product under Further information. Also indicate whether it was returned (R) or sent off for incineration (I) as waste.

Narcotic substance	Pu, Re*, U, Dis**	Date of action (DD-MM-YYYY)	Performed by	New stock balance (in g/ml)	Further information
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