Controlled Substances

Record of DEA Form 222 Use

Office of Research Integrity
University Hall Suite 540
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University of CINCINNATI

Instructions

Order Form Number: from the block titled "No. of this Order Form" (e.g. 112233445)
Name of Supplier: Name of Company or Person form was submitted to.
Date Form Submitted: Date entered on DEA 222 Form.
Name of Item: List all products ordered on each DEA 222 Form. Use a separate line for each product.
Amount Ordered: Enter amount listed in "No. of Packages" block on DEA 222 Form.
Amount Received: Enter Amount and Date Received. If product is received in two shipments, a separate line is required for each shipment.

This record provides accountability of DEA Form 222's; you must still retain copies of each DEA Form 222 in your records. Copies of each DEA Form 222 must be annotated to reflect the amount of product received and the date received.

DEA Registration Number: _____

Principal Investigator or Authorized Agent	Order Form Number	To: Supplier Name	Date Form Submitted	Name of Item(s) *(List all products)*	Amount Ordered	Amount Received	Date Received

Principal Investigator or Authorized Agent	Order Form Number	To: Supplier Name	Date Form Submitted	Name of Item(s) *(List all products)*	Amount Ordered	Amount Received	Date Received