

**Record of Use Log for an Individual Licensee**

(Individual Licensee, Multiple Drugs, Single Storage Location)

**Individual License Holder: . Storage Cabinet (room/building): .**

**DEA registration #: . TXDPS License #: .**

**Authorized User: Name: . Protocol # .**

 **Name: . Protocol # .**

**Item: . \*Tracking #: . Amount/unit: .**

**Strength: . # Units: . Total Amount: .**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit # (if applicable) | Date Dispensed | Protocol # | Species & ID# (or purpose, if non-animal) | Start amount & Unit # (if more than 1 unit) | Amount Dispensed | \*\*Balance | Dispensed by (print) | Dispensed by (signature) |
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\*A separate log sheet must be completed for each Tracking # (except multiple units of a single order may be on the same log sheer). If the material is converted of diluted, start a new log form to track that usage; reference the original tracking #.

\*\*If balanced amount is “0” because of disposal, indicate date disposed, route of disposal (reverse distributor name or other route), and record disposal details in disposal log.