



CITY OF MADISON POLICE DEPARTMENT
STANDARD OPERATING PROCEDURE



Wisconsin Prescription Drug Monitoring

Eff. Date 01/21/2020

Purpose

Wisconsin Act 268 (2016) requires law enforcement agencies to submit certain information to the Wisconsin Prescription Drug Monitoring Program (PDMP).

Procedure

Wisconsin Act 268 requires law enforcement agencies to submit certain information to the Wisconsin Prescription Drug Monitoring Program (PDMP) in four specific situations:

1. When a law enforcement officer reasonably suspects that a violation of the Controlled Substances Act involving a prescribed drug is occurring or has occurred (Schedule II, III, IV, V drugs).
2. When a law enforcement officer believes someone is undergoing or has immediately prior experienced an opioid-related drug overdose.
3. When a law enforcement officer believes someone died as a result of using a narcotic drug.
4. When a law enforcement officer receives a report of a stolen controlled substance prescription (the medications themselves and not the actual prescription order by the practitioner).

When any of these situations occur, the investigating officer or detective will collect the information below and record it on the MPD form titled "961.37 LAW ENFORCEMENT REPORT TO THE PRESCRIPTION DRUG MONITORING PROGRAM (attached).

1. The name and date of birth of the individual who is suspected of violating the Controlled Substances Act.
2. The name and date of birth of the individual who experienced an opioid-related drug overdose.
3. The name and date of birth of the individual who died as a result of using a narcotic drug.
4. The name and date of birth of the individual who filed the report of a stolen controlled-substance prescription.
5. The name and date of birth of the individual for whom the prescription drug involved in the suspected violation, drug overdose, or death was prescribed.
6. If a prescription medicine container or prescription order was in the vicinity of the suspected violation, drug overdose, or death or if a controlled-substance prescription was reported stolen, the following:
 - The name of the prescriber;
 - The prescription number; and
 - The name of the drug as it appears on the prescription order or prescription medicine container.

Once the form is completed, it can be turned in along with all other report attachments for the records unit to process or emailed to pdcaseprocessing@cityofmadison.com. This completed form will then be submitted to the PDMP by MPD records staff via the PDMP website.

If the MPD receives a self report of a stolen controlled substance prescription, an officer will be assigned by the reviewing supervisor to follow up by phone so that the form can be completed and turned in for processing as an attachment for that case.

Original SOP: 04/29/2016
(Reviewed Only: 11/01/2016, 12/26/2017, 01/31/2023)
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