



Kigali, 26 FEB 2018

N° 20/1237/DGCPHS/2018

**MINISTRY OF HEALTH**

**P.O. BOX 84 KIGALI**

[www.moh.gov.rw](http://www.moh.gov.rw)

**To All Wholesales and Retails Pharmacies,  
To All Hospitals (Public and Private),  
To All Polyclinics and Clinics,  
To All Health Professionals Councils,**

**Re: Reminder on the rational use and distribution of narcotics and other controlled substances**


Dear All,

Reference to the Law N°03/2012 of 15/02/2012 governing narcotic drugs, psychotropic substances and precursors in Rwanda, further reference made to the inspection done on 13<sup>th</sup> and 14<sup>th</sup> February 2018 to assess and make sure that narcotics and other controlled substance are well managed and distributed in all stages of supply chain in order to avoid the abuse, diversion of supply chain and patient addiction; The Ministry of health reminds all health facilities, wholesales and retails pharmacies the following:

- 1) To put in place a double lockable cupboard to keep narcotics and other controlled substances as determined by the Ministerial Order N° 20/35 of 09/06/2015 determining unauthorized drinks and other controlled substances classified as narcotic drugs, psychotropic substances and precursors;
- 2) To put in place a proper register for recording narcotics and other controlled substances ;
- 3) To put in place a register for patients under treatment with narcotics and other controlled substances;
- 4) To keep all records regarding narcotics and other controlled substances including proper custody of medical prescription;
- 5) To report any possible misuse of controlled substances;
- 6) Always check and validate the medical prescriptions before dispensing controlled substances, and use clinical and professional judgment on medical prescriptions written in high doses or high quantities for a controlled substance;

- 7) Use clinical and professional judgment on the appropriateness of communicating with prescribers prior to dispensing a controlled substance, specifically when there is suspicion of forged, altered or counterfeit medical prescription or when patient is repeatedly requesting early refills of controlled substances;
- 8) Avoid filling a prescription of narcotics and controlled substances if they believe it is forged, altered, or counterfeited;
- 9) The Ministry of health reminds that it is a responsibility of every institution managing narcotics, psychotropic substances and precursors to report on quarterly basis all quantities received and distributed or dispensed;
- 10) We strongly warn any person prescribe , distribute, dispense controlled substances in contravention of the provisions of Law

We take this opportunity to thank you for your usual collaboration.

  
**Dr. Diane GASHUMBA**  
**Minister of Health**



CC:

- **Hon. Minister of State in Charge of Public Health and Primary Health Care**
- **Inspector General of Police, Rwanda National Police**
- **Director General, Rwanda Biomedical Center**

**KIGALI**