



MEMORANDUM

UNIVERSITY OF SOUTH ALABAMA
COLLEGE OF MEDICINE
BIOLOGICAL RESOURCES

Date: July 30, 2025

To: Principal Investigators Using DEA-Controlled Substances

From: Michele Schuler, Director and Attending Veterinarian, Biological Resources *MS*

Subject: Transition to Individual DEA Research Registrations for Controlled Substances

In light of increased DEA oversight and recent enforcement trends, Biological Resources is updating its approach to the management of **DEA-controlled substances** used in research. Historically, these substances have been dispensed under my practitioner DEA license. While this model has served us well, it is no longer compliant under current DEA expectations unless operating as a licensed pharmacy.

To maintain uninterrupted access to controlled substances and ensure regulatory compliance, **each PI who uses or receives DEA-controlled substances must now obtain an individual DEA Research Registration (Form 225).**

What You Need to Do:

1. Apply for a DEA Research Registration (Form 225)

Visit the DEA Registration website:

<https://www.deadiversion.usdoj.gov/drugreg/registration.html>

- Choose "Researcher" as the business activity (Form 225)
- Complete the online form, including the PHYSICAL location where the drug(s) will be stored.
- Be sure to request the appropriate drug schedules, typically Schedule II–IV for: Ketamine, Ethiqra XR, and Euthasol

2. Submit a Copy of Your DEA Registration

Once approved, send a copy of your certificate to:

- Leigh Ann Wiggins, Senior Manager, Biological Resources – for ordering and transfer documentation
- Danielle Miller, IACUC/IBC Administrator – for IACUC protocol congruency tracking

3. Prepare to Maintain Required Records

You will be responsible for proper inventory logs, dosing documentation, and secure storage per DEA and institutional policies. We will provide guidance to support this setup.

Please begin your application as soon as possible to avoid delays in acquiring controlled substances necessary for your research. The DEA approval process typically takes 6–8 weeks. We appreciate your prompt attention to this matter and your continued dedication to ethical and compliant research practices.

If you have questions or need assistance during the application or setup process, please reach out to me, Leigh Ann, or Danielle directly. We are here to support you through this transition.