

## QUESTIONNAIRE FOR EMPLOYEES OR INDIVIDUALS WORKING AT UCF WHO WILL HAVE ACCESS TO SUBSTANCES REGULATED BY THE DRUG ENFORCEMENT AGENCY OF THE UNITED STATES OF AMERICA

*Instructions: **The form must be completed by all authorized users.** The form can be completed online but it must be printed and signed. Completed and signed forms must be kept in the Controlled Substances Manual.*

The Drug Enforcement Agency requires that any person having access to controlled substances as a result of his or her status as employee or agent of the University of Central Florida answer the following questions. Any false information may jeopardize your position with respect to employment. Information revealed by this questionnaire will not necessarily preclude, but will be considered as part of the overall evaluation of your qualification. The responses on this questionnaire will be held in strictest confidence.

1. In the past five years, have you been convicted of a felony, or within the past two years, of any misdemeanor or are you presently formally charged with committing a criminal offense? (Do not include traffic violations, juvenile offenses or military convictions, except by general court-martial.) If answer is "Yes", furnish details of convictions, offense, location, date, and sentence.

Yes     No

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2. In the past three years, have you ever knowingly used narcotics, amphetamines or barbiturates, other than those prescribed to you by a physician? If the answer is "Yes," furnish details.

Yes     No

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Name of Authorized User (Print)	Signature	Date
Principal Investigator / Permit Holder (Print)	Signature	Date