

UNIVERSITY OF SOUTH FLORIDA DEPARTMENT OF INTERCOLLEGIATE ATHLETICS

SUBSTANCE ABUSE POLICY & PROCEDURES

Table of Contents

Policy Statement	2
Scope	2
Purpose of Policy	2
Definitions	3
Education	3
Consent	4
Prescription Medications	4
Safe Harbor Program	4
Drug Testing Policy and Procedures	5
Random Testing Procedures	6
Reasonable Suspicion Procedures	6
Team Testing Procedures	7
Specimen Collection Procedures	7
Laboratory Analyses and Results Reporting Procedures	8
Consequences of a Positive Result	8
First Positive	8
Second Positive	9
Third Positive	10
Consequences of an Anabolic Steroid Positive Result	10
First Positive	10
Second Positive	11
Extraordinary Circumstances	12
Appeals Process	12
Confidentiality Statement	12
Right to Modify	13
Appendix A – USF Banned Substances List	14
Appendix B – USF Drug Testing Consent Form	15
Appendix C – Safe Harbor Acknowledgement Form	16
Appendix D – Drug Testing Notification Form	17
Appendix E – Biological Specimen Collection Procedures	18

DEFINITIONS:

Controlled or Illegal Drug – Includes narcotics, hallucinogens, depressants, stimulants, look-alike drugs, or other substances which can affect or hamper the senses, emotions, reflexes, judgment, or other physical or mental activities. Included are controlled medications or substances **not** prescribed for current personal treatment by a licensed health practitioner in a medical setting to address a specific physical, emotional, or mental condition.

Legally Prescribed Medication – Includes drugs prescribed by a licensed practitioner and over-the-counter drugs which have been legally obtained and are being used in the appropriate amount solely by the individual and for the purpose for which the medication was prescribed or manufactured.

Banned Drug Classes - The University of South Florida Banned Drug Classes list can be found in Appendix A. This non-exhaustive list has been developed by the University of South Florida for the purpose of specimen analyses to protect the health and welfare of the student-athlete and to promote a fair playing field. The University of South Florida reserves the right to amend or edit this list at any time.

Positive Drug Test – Defined as testing positive for a specific drug at a specific ng/ml level. A drug test will be performed on a biological specimen. Student-athletes who fail to arrive at the collection station at the designated time without justification, fail to provide a biological specimen according to protocol, leave the collection station before providing a specimen according to protocol, attempt to alter the integrity or validity of the biological specimen and/or collection process, or otherwise are uncooperative with administration of the test, will be treated as having a positive drug test. Student-athletes claiming to have not been properly notified will be handled on a case-by-case basis.

Student-Athlete – A person who is on an active roster and/or receiving athletic grant – in – aid at the institution.

EDUCATION:

Educational programs will be offered to increase awareness, prevent problems and promote the general well being of student-athletes. In order to meet the health, safety and welfare needs of our student-athletes, University of South Florida student-athletes will be provided a minimum of one alcohol/drug awareness presentation and at least one additional wellness presentation each academic year. University of South Florida student-athletes and coaches are required to attend all educational programs offered by the Department of Athletics. Additional programs and activities focused on providing student-athletes with drug and supplement awareness will be made available as determined by athletics staff. In compliance with NCAA recommendations, educational programs will include, but are not limited to the following;

- Review/develop individual team drug and alcohol policies.
- Review the athletic department's drug and alcohol policy.

student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan. A student-athlete will not be permitted to enter the Safe Harbor Program thirty (30) days prior to NCAA or Conference post-season competition.

If a student-athlete fails to comply with the Safe Harbor treatment plan, the student-athlete will be removed from the Safe Harbor program, and the initial Safe Harbor positive test will be treated as a first positive subject to the sanctions as set forth herein.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of student-athletes eligible for random impermissible substance testing by the institution. Student-athletes in the Safe Harbor Program may be selected for drug testing by the NCAA.

Upon successful completion of the Safe Harbor program the student-athlete will be subject to additional testing for one calendar year.

The director of intercollegiate athletics, the team physician, the associate director of intercollegiate athletics for sports and program services and the student-athlete's head coach or their designee will be informed of the student-athlete's participation in the Safe Harbor Program. The assistant coach(es) may be notified at the discretion of the head coach or designee. Other University employees may be informed only to the extent necessary for the implementation of this policy.

DRUG TESTING PROCEDURES:

Student-athletes are subject to drug testing within the parameters set forth by this policy. Appendix A lists the substances that may be tested for during drug testing and is subject to updates at anytime. Specimen analyses will be completed by a accredited laboratory. Biological specimens will be collected and sent to an independent SAMHSA and/or World Anti-Doping Agency approved laboratory for analysis. USF hereby certifies that any laboratory it engages for the testing of performance enhancing drugs/agents will abide by the World Anti-Doping Agency code of ethics as it relates to the testing of samples. Furthermore, USF hereby certifies that no sample will be sent to a laboratory for the sole purpose of monitoring an athlete for the detection of performance enhancing substances in order to circumvent a positive drug test. Each sample will be tested in accordance with this policy to determine if banned drugs or substances are present and the appropriate sanctions will apply for positive results.

Unless otherwise notified, testing will be completed in the University of South Florida Intercollegiate Athletics Sports Medicine Clinic. Individuals will be subject to:

- Reasonable suspicion/For Cause Testing
- Aftercare Testing
- Random Testing

Random Selection Process

The student-athlete will be notified by his/her respective head coach or designee as to the location, date, and time of the scheduled test. Upon arrival at the testing location, the student-athlete must provide a valid picture identification card, or in certain circumstances, a member of the Department of Intercollegiate Athletics staff, who is present, may identify the student-athlete. The student-athlete will be given a medication notification form to list any medications taken within the last thirty days.

The student-athlete will provide a biological specimen according to the collection protocol (Appendix E). The lab will analyze each sample for selected impermissible substances.

Laboratory Analysis and Results Reporting Process:

- The team physician or designee will first be notified by the third party administrator of the testing results.
- If a positive result involves a substance for which there might be a prescribed medical necessity, the team physician or designee will contact the associate director of intercollegiate athletics for sports and program services. The team physician or designee will discuss the results with the student-athlete. The team physician or designee will discuss the test result with the associate director of intercollegiate athletics for sports and program services. If the team physician or designee determines that the test result is consistent with medical need, no further action or reporting will occur. If the team physician or designee determines that the test result is inconsistent with the student-athlete's prescribed medical need for the use of the substance, the team physician or designee will forward the result to the director of intercollegiate athletics or designee.
- If a positive result involves a substance for which no known medical need exists (e.g., ecstasy, marijuana) the team physician or designee will forward the result directly to the director of intercollegiate athletics or designee.
- All parties involved will maintain the confidentiality of the reporting results process.

CONSEQUENCES OF IMPERMISSABLE SUBSTANCE USE: **(Excluding Anabolic Steroids)**

First Positive Test Result

- Notification of the positive test result will be given to the director of intercollegiate athletics or designee by the team physician or designee. The director of intercollegiate athletics or designee will then notify the associate director of intercollegiate athletics for sports and program services or designee, the head coach or designee, and the student-athlete. The head coach or designee will notify the student-athlete's parents or guardians.
- A student-athlete who yields a positive test will meet with the director of intercollegiate athletics or designee, the team physician or designee, and head coach or designee to discuss the violation and the consequences. The student-athlete will be given a copy of the Substance Abuse Policy and Procedures and will be informed of the consequences of any future positive results. The associate director of intercollegiate athletics for sports and program services or designee will refer the student-athlete for mandatory participation in designated counseling. Once referred, the student-athlete has two business days to set-up an appointment for counseling. The student-athlete will proceed with counseling sessions as designated by the personnel involved in counseling. The associate director of intercollegiate athletics for sports and program services or designee

and a fraction of .49 and below will be rounded to the next number lower (example: Number of computed contests equals 2.50, the number of contests suspended equals 3, the number of computed contests equals 2.49, the number of contests suspended equals 2). Additionally, the student-athlete testing positive will have to be medically cleared by the team physician or designee before being allowed to participate in practice or competition.

Third Positive Test Result

- Notification of a positive test result will be given to the director of intercollegiate athletics by the team physician or designee. The director of intercollegiate athletics or designee will notify the associate director of intercollegiate athletics for sports and program services or designee, the head coach or designee, and the student-athlete.
- The Athletic Department will permanently cancel the eligibility of the student-athlete's participation in the institution's athletic program.
- The student-athlete will not be eligible for the renewal of any athletic grant-in-aid.
- The existing grant-in-aid will be canceled in accordance with the NCAA guidelines.
- The head coach will notify the parents of the student-athlete's test result and such cancellation of eligibility and/or athletic grant-in-aid.

CONSEQUENCES OF ANABOLIC STEROID USE:

First Positive Test Result

- Notification of a positive test result will be given to the director of intercollegiate athletics or designee by the team physician or designee. The director of intercollegiate athletics will notify the director of intercollegiate athletics for sports and program services or designee, the head coach or designee, and the student-athlete. The head coach or designee will notify the student-athlete's parents or guardian.
- A student-athlete who yields a positive test will meet with the director of intercollegiate athletics or designee, the team physician or designee, and head coach or designee to discuss the violation and the consequences. The student-athlete will be given a copy of the Substance Abuse Policy and Procedures and will be informed of the consequences of any future positive results. The associate director of intercollegiate athletics for sports and program services will refer the student-athlete for mandatory participation in designated counseling. Once referred, the student-athlete has two business days to set-up an appointment for counseling. The student-athlete will proceed with counseling sessions as designated by the personnel involved in counseling. The associate director of intercollegiate athletics for sports and program services will be notified of any missed appointments and/or completion of counseling. The student-athlete will have to get prior approval to be excused from counseling or show proof of emergency to excuse a missed appointment. If the student-athlete fails to comply with the terms of scheduled counseling, the student-athlete will advance to the second positive test stage.
- Upon receipt of a positive test for anabolic steroids, the student-athlete will immediately be suspended from all intercollegiate competition. Participation in other activities: practices, team activities, events and the like are at the discretion of the head coach and director of intercollegiate athletics or designee. The student-athlete's suspension will begin immediately upon the student-athlete's notification of the receipt of a positive test result and continue up to the day following the period of competitions equal to twenty percent of the maximum allowable regular season intercollegiate competitions allowed

- The testing process was not in substantial conformity with prescribed procedures as set forth herein or by the third party administrator.

Student-athletes who test positive under the terms of the University of South Florida Substance Abuse Policy will be entitled to a hearing prior to imposition of any sanction if requested by the student-athlete. Appeals will be heard by a three-person Appeals Committee comprised of the dean of students, a faculty member to be named, and the faculty representative for athletics, or their designees. The Committee will make a recommendation on each appeal to the director of athletics or designee. The decision by the director of athletics or designee regarding the sanction to be imposed will be final.

Requests must be made in writing with the university's dean of students or designee by the end of the second business day following the day the student-athlete receives notification of the positive test result. All appeals must contain a detailed description of the basis of the appeal and provide reasons supporting such. As a general rule, but ultimately at the sole discretion of the director of intercollegiate athletics or designee, the student-athlete's suspension and/or sanction will not be set aside while an appeal is pending. The student-athlete may have an advocate or other representative present if the student-athlete so desires. However, the student-athlete must present his or her own case. The hearing should take place no more than seventy-two (72) hours after the written request is received and approved. Either the student-athlete or other parties involved may request in writing an extension of this time to the dean of students or designee, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be confidential.

A student-athlete who tests positive for a banned substance by the laboratory retained by University of South Florida may, within 72 hours following receipt of notice of the laboratory finding, contest the positive finding.

Upon the student-athlete's request for additional testing of the sample, the director of athletics or designee will formally request testing on the B Sample. The student-athlete may choose to be present at the opening of B Sample at the laboratory. If the student-athlete does not wish to be present at the opening of B Sample, but desires to be represented, arrangements will be made for a surrogate to attend the opening of B Sample at the student-athletes request. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of the B Sample. The B Sample findings will be final, subject to the results of any appeal. If B Sample results are negative, the drug test will be considered negative. The student-athlete will be responsible for all costs associated with B Sample analysis (e.g., laboratory cost, travel costs).

CONFIDENTIALITY:

Every effort will be made to maintain confidentiality within the program. While all related information and records will be protected from public access to the fullest extent allowed by law, it is understood that the law requires disclosure of such records in a health or safety emergency, and/or in response to a lawfully issued subpoena.

APPENDIX A

University of South Florida Banned-Drug Classes – 2006-07

Updated August, 2006

The following is a list of banned-drug classes. Please be aware that this is a non-exhaustive list.

(a) Stimulants:

amiphenazole methylenedioxymethamphetamine
amphetamine (MDMA, ecstasy)
benigrade methylphenidate
benzphetamine nikethamide
bromantan pemoline
caffeine¹ (guarana) pentetrazol
chlorphentermine phendimetrazine
cocaine phenmetrazine
cropropamide phentermine
crothetamide phenylpropanolamine (ppa)
diethylpropion picrotoxine
dimethylamphetamine pipradol
doxapram prolintane
ephedrine (ephedra, strychnine
ma huang) synephrine (citrus aurantium,
ethamivan zhi shi, bitter orange)
ethylamphetamine **and related compounds.**
fencamfamine The following stimulants are not
meclofenoxate banned:
methamphetamine phenylephrine
pseudoephedrine

(b) Anabolic Agents:

anabolic steroids

androstenediol methyltestosterone
androstenedione nandrolone
boldenone norandrostenediol
clostebol norandrostenedione
dehydrochlormethyl- norethandrolone
testosterone oxandrolone
dehydroepiandro- oxymesterone
sterone (DHEA) oxymetholone
dihydrotestosterone stanozolol
(DHT) testosterone²
dromostanolone tetrahydrogestrinone (THG)
epitrenbolone trenbolone
fluoxymesterone **and related compounds**
gestrinone
mesterolone

other anabolic agents

methandienone methenolone clenbuterol

(c) Substances Banned for Specific Sports:

Rifle:

APPENDIX B

University of South Florida Intercollegiate Athletics Drug Testing Consent Form

1. I hereby consent to be tested to determine if I have utilized any substance on the NCAA list of banned drugs set forth in Section 31.2.3.1 of the NCAA Manual, by providing urine samples as requested by the athletic director or designee in the University of South Florida's Division of Intercollegiate Athletics.
2. I agree to provide such urine samples at the time and location and under conditions for collection, as determined by the athletic director or designee, at various times throughout the year, with or without prior notice.
3. I hereby authorize the athletic director or designee to send my samples to the laboratory of the university's choice for actual testing and authorize the athletic director or designee to receive test results.
4. I hereby authorize the athletic director or designee to release all information and records, including test results, that may be made or received relating to the screening and testing of my urine samples to the university's respective head coach and Associate Athletic Director for Sports and Program Services for their use in supervision and administration of the university's athletic program. I acknowledge that while certain medical information may be released to the media by virtue of my participation in USF Intercollegiate Athletics, the results of drug tests will not be released or reported. I further acknowledge and agree that my parent/ guardian will be notified of the results of any positive test result(s).
5. I acknowledge that I have read a copy of the University of South Florida Drug Awareness Policy and the NCAA list of banned drugs set forth in Section 31.2.3.1 of the NCAA Manual and that I have had an opportunity to ask questions regarding them. I understand the provisions therein and I agree to abide by those provisions including those specifically related to possible penalties for positive test results.
6. I hereby release and discharge the University of South Florida and the Board of Trustees of the State University System of South Florida, their officers, employees and agents from all claims and causes of action created by or arising out of any act or omission related to the implementation of the University of South Florida Drug Testing Policy.
7. I have read this Consent Form, understand the terms in it, their legal significance and sign voluntarily.
8. I understand that I may revoke my consent to participate at any time in the Program. In doing so, I understand and agree that I will immediately be banned from participation in intercollegiate athletics at University of South Florida and will immediately forfeit any related athletic scholarships or financial aid.

Student Athlete Name (Print)

USF ID Number

Student-Athlete Signature

Date

Birthdate

Parent / Guardian (if under 18 years of age)

Date

Sport

APPENDIX D

University of South Florida Student-athlete Drug Testing Notification Form

Student-athlete: _____

Social Security No: _____
(optional)

Sport: _____

Date of notification: _____ Time of notification: _____ a.m./p.m.

I, _____, the undersigned:
(NAME)

Acknowledge being notified to appear for institutional drug and alcohol testing and have been notified to report to the drug and alcohol testing station at:

_____, on _____ on or before _____ a.m./p.m.
(location) (date) (time)

I will be prepared to provide an adequate urine specimen and will not over hydrate. I understand that providing numerous diluted specimens may be cause for follow-up drug testing.

I will be prepared to provide an adequate saliva sample if necessary and will not eat or drink at least 10 minutes prior to providing a saliva sample.

I will be prepared to provide an adequate hair sample if necessary.

I understand that I may have a witness accompany me to the drug and alcohol-testing site.

I understand that failure to appear at the site on or before the designated time will constitute a withdrawal of my previous consent to be tested as part of the Institutional Drug and Alcohol Testing Consent and will result in a penalty.

By signing below, I acknowledge being notified of my participation in institutional drug and alcohol testing, and I am aware of what is required of me in preparation for this drug and alcohol-testing event.

Student-athlete's Signature: _____ Date: _____

I can be reached at the following telephone number on test day: _____

Institutional Representative retain top portion of completed forms.



For Student-athlete _____

Student-athlete: _____

Location of test: _____

Date of test: _____

Time to report: _____

Report to the test site with picture identification.

DO NOT DRINK TOO MANY FLUIDS.

19. A collector will record the specific gravity and pH values.
20. The collector will pour approximately 35 mL of the specimen into the "A vial" and the remaining amount (approximately 15 mL) into the "B vial" (another A=35 mL, B=15 mL in a second split sample kit or A=35 mL for a single sample for anabolic steroid testing, which will be shipped to a WADA accredited laboratory) in the presence of the athlete.
21. The collector will place the cap on each vial in the presence of the athlete; the collector will then seal each vial in the required manner under the observation of the athlete and witness (if present).
22. Vials and forms (if any) sent to the laboratory shall not contain the name of the athlete.
23. All sealed specimens will be secured in a shipping case. The collector will prepare the case for forwarding.
24. The athlete, collector and witness (if present) will sign certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded. If deviations are alleged, the athlete will be required to provide another specimen.
25. After the collection has been completed, the specimens will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.
26. The specimens become the property of the client.
27. If the athlete does not comply with the collection process, the collector will notify the client representative/site coordinator and third party administrator responsible for management of the drug-testing program.
28. On occasion, a client may choose to test using a single specimen kit. The collector will follow the split specimen procedures up to the point where the athlete selects a sealed kit. With a single specimen kit, the collector will instruct the athlete to provide at least 40 mL of urine allowing for a 5 mL pour-off to measure specific gravity and pH on site. A single A vial will be processed and transported to the laboratory for analysis.