

UNIVERSITY OF WASHINGTON
Office of Public Records and Open Public Meetings
4311 11th Ave NE Suite 360, Seattle, WA 98105
Campus Mail: Box 354997

Prepared for release on:
Friday, March 02, 2007

Mr. Scott Fontaine
6146 Cushman Avenue
Tacoma, WA 98408

RE: Public Records request 07-10482 (Stage 1)

Dear Mr. Fontaine:

The following is provided in partial response to public records request #07-10482 in which you request photocopies of specific information surrounding drug testing of University of Washington athletes. Some of the answers you seek are available on-line at pages 11-13 of the University's Student-Athlete Handbook, specifically, your request #2:

<http://saas.ica.washington.edu/forms/Handbook.pdf>

Drug Policy

The Department of Intercollegiate Athletics, its coaching personnel, physicians, athletic trainers, nutritionist, and administrators strongly believe that the abuse of alcohol and illicit use of drugs (excluding those drugs prescribed by a physician to treat a specific medical condition) can be detrimental to the physical and mental health well-being of its student-athletes, no matter when such use would occur during the year. Additionally, use or abuse of alcohol or drugs can seriously interfere with the performance of individuals as students and as athletes and can be injurious to student-athletes and their teammates, particularly when participating in athletic competition or practice. Various forms of alcohol and drugs have worked their way into practically every segment of modern society, and athletes are not immune to this phenomenon. Furthermore, because athletes are so often in the public eye, alcohol and drug-related activity on their part is cause for adverse attention. Numerous studies have indicated that the problem is not limited to any particular group but rather touches all segments of our society.

In light of health, safety, and social concerns, the NCAA and the UW Department of Intercollegiate Athletics have implemented drug testing, education, and counseling programs to assist and benefit athletes at the University.

Mr. Scott Fontaine

March 2, 2007

Page 2 of 2

NCAA Drug-Testing Program – NCAA Banned Substances

Each year student-athletes will sign a consent form demonstrating their understanding of the NCAA drug-testing program and their willingness to participate. This consent statement is required of all student-athletes before participation in intercollegiate competition during the year in question. Failure to complete and sign the statement annually shall result in the student-athlete's ineligibility for participation in all intercollegiate competition. For further information concerning the NCAA Drug-Testing Program see the NCAA website. A student-athlete who tests positive for a banned substance through the NCAA drug-testing program will be ineligible for competition for at least one year. The NCAA has developed a specific and lengthy list of banned substances. This list of banned substances is distributed to each student-athlete annually at each team's NCAA rules education/paperwork meeting. The list is subject to change. An updated list is always available on the NCAA web site at www1.ncaa.org/membership/ed_outreach/health-safety/drug_testing/banned_drug_classes.pdf.

Further records are still being retrieved and will require additional time to compile. As such, we anticipate a rolling production of this information to be released to you within the next thirty days as it becomes available to our office. Until then, please feel free to contact our office with any questions or concerns you might have. Thank you.

Sincerely,



E. A. Saunders
Director

Office Number: (206) 543-9180
Email: pubrec@u.washington.edu

EAS:psh

UNIVERSITY OF WASHINGTON
Office of Public Records and Open Public Meetings
4311 11th Ave NE Suite 360, Seattle, WA 98105
Campus Mail: Box 354997

Prepared for release on:
Friday, April 13, 2007

Mr. Scott Fontaine
6146 Cushman Avenue
Tacoma, WA 98408

RE: Public Records request #07-10482 / Stage 2 (Final)

Dear Mr. Fontaine:

The following is provided in response to public records request #07-10482 / Stage 2 (Final) in which you requested copies of certain athlete drug testing information on file with the University of Washington. Specifically:

1. "Documentation or an accounting of all positive tests." *Enclosed.*
2. "A calendar or other documentation indicating the frequency of drug tests administered to athletes." *Enclosed.*
3. "Records related to punishments levied for positive tests." *The University of Washington has not identified any records responsive to this request as of this writing.*
4. "The budget for or amount of money dedicated to drug testing..." *The University of Washington has nothing responsive to this request because there is no set amount allocated for this purpose.*
5. "Audits or reports discussing the drug testing of athletes..." *The University of Washington has nothing responsive to this request, other than the enclosed current and past policy statements.*
6. "Contracts or agreements with vendors who have a role in drug testing athletes." *Enclosed.*
7. "All information provided by vendors the last time your institution put the drug testing of athletes up for bid or requested proposals." *The University of Washington has not identified any records responsive to this request as of this writing.*

Upon review, the Public Records Office has found certain items exempt from inspection and copying and has made the appropriate **redactions** per the following Public Disclosure Law provision(s):

Attorney/Client Privilege

The University finds some documents exempt pursuant to the attorney-client privilege, RCW 5.60.060(2) which is recognized as an exemption to public disclosure pursuant to RCW 42.56.070(1) and the Supreme Court decision in *Hangartner v. Seattle*, 151 Wn.2d 439 (2004).

Employee Privacy
RCW 42.56.230(2)

The following personal information is exempt from public inspection and copying under this chapter:

(2) Personal information in files maintained for employees, appointees, or elected officials of any public agency to the extent that disclosure would violate their right to privacy.

April 13, 2007
Mr. Scott Fontaine
Page 2 of 2

HIPAA

RCW 42.56.070

The University finds the protected health information responsive to your request exempt from inspection and copying. In so doing, the University cites the Health Insurance Portability & Accountability Act of 1996 which is incorporated into the state's Public Disclosure Laws by virtue of RCW 42.56.070. Authorization is required for the use or disclosure of Protected Health Information; 45 CFR Par 160 & 164.

Student Privacy

The University finds the student records responsive to your request exempt from inspection and copying. In so doing, the University cites the Federal Family Educational Rights and Privacy Act which is incorporated into the state's Public Disclosure Laws by virtue of RCW 42.17.260.

In prohibiting schools and institutions of higher education from releasing educational records the federal statute defines educational records as follows:

"those records, files, documents, and other materials which—(i) contain information directly related to a student; (ii) are maintained by an educational agency or institution or by a person acting for such agency or institution". 20 U.S.C. 1232g(a)(4)(A).

Work Product

RCW 42.56.290

Records that are relevant to a controversy to which an agency is a party but which records would not be available to another party under the rules of pretrial discovery for causes pending in the superior courts are exempt from disclosure under this chapter.

The enclosed invoice is submitted to you in accordance with RCW 42.56.120.

The records responsive to your request from the University of Washington are enclosed herein pursuant to Washington State's Public Disclosure Act. This concludes the University's response to your Public Records request. Please feel free to contact our office with any further questions you might have.

Sincerely,



E. A. Saunders
Director

Office Number: (206) 543-9180
Email: pubrec@u.washington.edu

EAS:psh
Enclosures

Paid 4/30/07

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Office of Public Records and Open Public Meetings
4311 11th Ave NE Suite 360, Seattle, WA 98105
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Prepared for release on:
Friday, April 13, 2007

Scott Fontaine
6146 Cushman Ave
Tacoma, WA 98408

In accordance with the Washington Administrative Code provision cited below, the following is an invoice for the cost of photocopying documents responsive to the public disclosure request you recently made to the University of Washington.

WAC 478-276-100(3): No person shall be provided a copy of a public record which has been copied by the University at the request of such person until and unless such person has tendered payment for the charge of providing such copying...

IF YOU ARE PICKING UP YOUR DOCUMENTS, OR USING CAMPUS MAIL:

Upon receipt of your remittance your copies will be made available to you.

REQUEST NO:	#07-10482 Final
REQUESTER:	Fontaine
PACKAGING:	\$.45
COPYING COSTS:	\$15.45

TOTAL DUE IF YOU PICK UP COPIES: \$15.90

IF YOU ARE REQUESTING YOUR COPIES BE MAILED:

Upon receipt of your remittance your copies will be mailed by U.S. Postal Service to the address which you provided to this office at the time of your request.

REQUEST NO.:	#07-10482 Final
REQUESTER:	Fontaine
COPYING COSTS:	\$15.45
POSTAGE/PACKAGING:	\$4.50

TOTAL DUE IF COPIES ARE MAILED: \$19.95

**We no longer accept cash
Make checks payable to:
University of Washington**

**Fontaine 07-10482
Wholly Exempt Inventory**

From Bates No.	To Bates No.	Date	To	From	Description	Exemption
FON-001-1A	FON-004-1A	02/06/06	Intercollegiate	UW Med Ctr lab	Student athlete drug testing results	FERPA (RCW 42.56.230(1) & HIPAA
FON-005-1A	FON-031-1A	10/04/06	Intercollegiate Athletics	NCAA Drug-Testing Program	Year-Round Student-Athlete Notification (specimen collection)	FERPA (RCW 42.56.230(1) & HIPAA (RCW 70.02.020)
FON-032-1A	FON-060-1A	02/22/06	Intercollegiate Athletics	NCAA Drug-Testing Program	Year-Round Student-Athlete Notification (specimen collection)	FERPA (RCW 42.56.230(1) & HIPAA (RCW 70.02.020)
FON-061-1A	FON-070-1A	2/21/06	Squad Lists - Drug Free Sport	Patrick Jenkins, Head Athletic	Student Athlete Squad Lists	FERPA (RCW 42.56.230(1))
FON-071-1A	FON-074-1A	2/08/06	Squad Lists - Drug Free Sport	Patrick Jenkins, Head Athletic	Student Athlete Squad Lists	FERPA (RCW 42.56.230(1))
FON-075-1A	FON-082-1A	2/21/06	Squad Lists - Drug Free Sport	Patrick Jenkins, Head Athletic	Student Athlete Squad Lists	FERPA (RCW 42.56.230(1))
FON-083-1A	FON-092-1A	8/29/05	Squad Lists - Drug Free Sport	Patrick Jenkins, Head Athletic	Student Athlete Squad Lists	FERPA (RCW 42.56.230(1))
FON-093-1A	FON-098-1A	11/02/06	Intercollegiate Athletics	Harborview Mental Health Services	Student Athlete Invoices and Diagnosis sheets	FERPA (RCW 42.56.230(1) & HIPAA (RCW 70.02.020)
FON-099-1A	FON-112-1A	4/11/06	Patrick Jenkins, Head Athletic Trainer	Mary L. Taylor, Legal Secy, Attorney Generals	Handwritten notes and program policy draft with handwritten marginalia	ATTORNEY CLIENT PRIVILEGE (RCW 5.60.060(2) and RCW 42.56.070(10) and ATTORNEY WORK

CONFIDENTIAL

University of Washington Medical Center
Department: Laboratory Medicine
Hall Health Laboratory
Room 140, Box: 354410
Phone: (206) 685-1017
Fax: (206) 616-1267



UNIVERSITY OF WASHINGTON
MEDICAL CENTER

FAX COVER SHEET

Date: 4/11/06 Time: 1600 # of pages (including coversheet): 5

Recipient Information:

To: Pat
Facility / Company: _____
Address: _____
Telephone #: _____ Fax #: _____

Sender Information:

From (Print Name): Karen
Department: _____
Telephone #: _____ Fax #: _____

Comments:

CONFIDENTIALITY NOTICE: Confidential Health Information Enclosed

Protected Health Information (PHI) is personal and sensitive information related to an individual's health care. It is being faxed to you after appropriate authorization from the individual or under circumstances that do not require authorization. It has been disclosed to you from a designated record set whose confidentiality is protected by state law. You, the recipient, are obligated to maintain this information in a safe, secure and confidential manner. State law prohibits you from copying or making any further disclosure of it without the specific written consent of the person to whom it pertains, or as otherwise permitted by state law. A general authorization for release of medical or other information is **NOT** sufficient for this purpose (See RCW 70.24 Sec.94).

IMPORTANT WARNING: This facsimile is a privileged communication and is transmitted for the exclusive use of the person or entity to which it is addressed. If you are not the intended recipient you are hereby notified that any disclosure, copying or distribution of this information is **STRICTLY** prohibited. If you have received this facsimile communication in error, please notify us immediately by telephone and mail the communication to us at our address printed in the top hand corner of this form.

AUTHORIZED RECIPIENT INFORMATION: Please sign that you have received the above information and fax this form back to us by using the sender address above.

Received by: _____ Telephone #: _____ # of pages received: _____

COMMITMENT TO ENTER VOLUNTARY PROGRAM

I WISH TO PARTICIPATE IN THE UNIVERSITY OF WASHINGTON ATHLETIC DEPARTMENT VOLUNTARY DRUG TESTING PROGRAM.


I UNDERSTAND AND AGREE TO THE FOLLOWING TERMS OF THIS VOLUNTARY PROGRAM:

- (1) Any athlete may withdraw his/her consent by presenting a written statement of withdrawal to the Athletic Director.
- (2) This withdrawal may be presented at any time, but a request to withdraw from the program made at the time an athlete is chosen to provide a urine sample may be considered to be "probable cause" and may result in a request to provide a urine sample due to probable cause.
- (3) All athletes participating in this voluntary program remain subject to the "probable cause" program for substance abuse testing.
- (4) The identity of the athletes participating in this voluntary program will be known only to the Athletic Director, the Executive Athletic Director and the Head Athletic Trainer and Head Team Physician. The athlete may disclose the fact of his/her participation, but no coach or other University official or employee shall ask athletes whether they are or are not participating in this program.
- (5) Upon report of a positive result for a banned substance, participating athletes are subject to all penalties set forth in the University of Washington Intercollegiate Athletic Substance Abuse Prevention Program.
- (6) This is a random urine sample program. No reprisal or adverse action of any kind will be taken by any University official or employee as a result of the athlete's decision to decline participation in or to withdraw from this program.
- (7) Additional terms and procedures of this program are set forth in the University of Washington Substance Abuse Education and Prevention Program.


I HAVE READ THE UNIVERSITY OF WASHINGTON SUBSTANCE ABUSE EDUCATION AND PREVENTION PROGRAM AND UNDERSTAND THE PROVISIONS OF IT. I HAVE READ THIS ELECTION TO PARTICIPATE IN VOLUNTARY PROGRAM CONSENT FORM, AND I UNDERSTAND AND AGREE TO ALL TERMS SET FORTH IN THIS CONSENT FORM.

I WISH TO PARTICIPATE AS A VOLUNTEER IN THE VOLUNTARY DRUG TESTING PROGRAM.

Redacted per
RCW 42.56.230(1) &
FERPA (Student Privacy)

Signature 

Redacted per
RCW 70.02.020 &
HIPAA

Current phone number 

WHOLLY EXEMPT
PURSUANT TO FERPA & HIPAA

INVENTORY NUMBERS:
FON-001-IA to FON-004-IA

UNIVERSITY OF WASHINGTON INTERCOLLEGIATE ATHLETIC
DEPARTMENT SUBSTANCE ABUSE AND PREVENTION PROGRAM

I. INTRODUCTION

The department of Intercollegiate Athletics at the University of Washington, Seattle, its coaches, and its administration, strongly believe that the abuse of alcohol and certain "street" and performance-enhancing drugs and certain dietary supplements;

- A. Is detrimental to the physical and psychological well being of the student-athlete participant (the "athlete"), no matter when such usage should occur during the year.
- B. Can seriously interfere with the health and performance of individuals as students and as athletes.
- C. Is extremely dangerous to the life of the athlete and his/her teammates, particularly with regard to participation in athletic competition or practice; and
- D. Compromises the integrity of the university-level athletic competition.

Thus, the Department of Intercollegiate athletics has made it policy that the abuse of alcohol and/or "street" and performance enhancing drugs and certain dietary supplements will not be tolerated. Any student-athlete failing to abide by this policy will be subject to the provisions of this program. The Department of Athletics is very serious about this program of drug education, testing and counseling/rehabilitation and expects all members of the Athletic Department, to include student-athletes, to be equally concerned and involved.

II. DEFINITIONS

- A. The term "prohibited drug" means amphetamines, barbiturates, cocaine, methaqualudes, opiates (including morphine and codeine), PCP ("angel dust") and its analogues, tetrahydrocannabinol (THC [Including Marijuana]), and NCAA banned performance –enhancing substances such as anabolic steroids and ephedrine.
- B. The term "athlete" means all student participants in recognized intercollegiate sports, including but not limited to student-athletes, cheerleaders, student trainers and student managers. "Athlete" also includes students who are no longer eligible for NCAA competition but who continue to use University training facilities.
- C. The term "probable cause" shall be applied by the University in accordance with the law of the State of Washington and of the United States. For purposes of explicating the standards which the University uses, the University sets forth the following criteria, any one of which may be sufficient on its own to constitute "probable cause":

Direct observation of prohibited drug use;

1. The statement of a reliable informant which provides reasonable grounds to believe an athlete has used prohibited drugs;

2. Significant changes in behavior patterns, including changes in athletic or academic performance, which are consistent with the use of prohibited drugs;
3. Physical, mental, Behavioral or emotional symptoms of prohibited drug use;
4. Police or court determination of probable cause that the athlete has used prohibited drugs, if University testing will occur within a time frame sufficiently related to the suspected drug use that the drug test may reliably confirm the police or court-suspected use.

The following criteria may also be used in combination with any criteria set forth above to establish probable cause.

5. A demonstrated history of use of prohibited drugs, either through prior convictions for drug use or prior positive tests for prohibited drugs through the University's, the PAC 10 Conference's, The NCAA's or any other reliable testing program.

111 PURPOSE OF THE SUBSTANCE ABUSE EDUCATION AND PREVENTION PROGRAM

The purpose of the University of Washington Intercollegiate Substances Abuse Education and prevention Program (the "program") is not to interfere unduly with the private lives of athletes, but to:

- A. Educate University of Washington athletes about the problems associated with drug use and abuse in general, and how drug use may affect the athlete and his/her teammates health and safety in particular.
- B. Provided a fair and drug-free forum for all athletic participation by assuring that participants and their support staffs are physically and mentally fit for the rigors of intercollegiate athletic competition. This is consistent with the PAC 10 Conferences and NCAA policies.
- C. Provide reasonable safeguards assuring that every athlete is medically competent to participate in athletic competition, thereby minimizing the risks of serious injury to the athlete and his/her teammates.
- D. Discourage substance abuse.
- E. Identify any athlete who may be using drugs and banned dietary supplements to identify substance.

- F. Encourage rehabilitation of any athlete identified as using drugs, and to assist the athlete in exploring rehabilitation alternatives so that drug dependency may be addressed and treated.
- G. Encourage and provide healthy nutrition alternative to dietary supplements that contain banned substances

While ultimate decisions with reference to drug usage and/or substance abuse are dependent upon the interests, values, motivations and determinations of the individual, the Athletic Department believes and hopes that participants in this program will help the men and women who participate in Intercollegiate Athletics at the University of Washington, Seattle, and who represent the University of Washington in various areas of athletic competition, to be better students and better athletes, and to be better able to make individual, informed, and intelligent decisions with reference to drug usage, both now and in the future.

Athletes and parents or legal guardians are encouraged to ask question or make suggestions about the Program at any time. Athletes will be asked to participate in an on-going review and revisions to the programs

II. PROHIBITED SUBSTANCES

Athletes are absolutely prohibited from using any of the substances set forth in section II, Paragraph A herein. The sole exception to this is use of a prohibited drug for a medical need, which is supervised by a physician and approved by a team physician

In the event that an athlete is required to use a prohibited substance for medical reasons under the supervision of a physician, the athlete must report this use to his/her coach. The coach will consult with the head trainer and/or the team physician to determine whether the athlete may safely practice or compete while using this drug. The team physician or head trainer will make the final decision whether the athlete practices or competes.

The use of alcohol by athletes who are of lawful age to use alcohol is not absolutely prohibited by the University of Washington. However, coaches may make specific rules regarding the use of alcohol, which apply to the coach's team. Nothing in this program limits the ability of the coaches to enforce rules concerning abstinence from alcohol.

Athletes are absolutely prohibited from practicing or training under the influence of alcohol. If the Athletic Department has probable cause, verified by the University of Washington Counsel, to believe that an athlete is competing under the influence of alcohol, the athlete will be required to provide a blood or breath sample for this determination. Failure to comply will result in immediate suspension from athletic competition.

The NCAA and USOC prohibit the use of some "over-the-counter" substances and dietary supplements which are not prohibited by the University of Washington's

program. Use of these substances, such as cold remedies, caffeine pills or diet pills containing amphetamines, to an extent which impairs the athlete's ability to exercise clear judgment, sufficient physical control or due care is prohibited. Where probable cause is found to indicate that an athlete is using "over-the-counter" drugs in an abusive manner, the athlete may be asked to provide a urine test for these substances. A determination by the Athletic Department that the athlete is abusing these "over-the-counter" drugs will result in an absolute prohibition of use of these drugs, except under medical supervision. Compliance with this requirement may be checked by urine tests. Failure to comply with this directive will result in the penalties set forth "first positive results" for prohibited drugs.

V. EDUCATION

A. OBJECTIVES

1. To provide specific information to participants as to the physiological and psychological effects which certain drugs, dietary supplements and alcohol have on their bodies.
 2. To encourage discussion about any questions the participants may have about prohibited drugs, dietary supplements and alcohol usage.
 3. To discuss the detrimental effects which certain drugs, dietary supplements and alcohol have upon athletic abilities and performance.
 4. To counsel individual participants who have knowledge of, or may themselves be experiencing, substance abuse.
- To deter participants from substance abuse upon their own educated choice.

B. IMPLEMENTATION

During the recruitment process and at the beginning of each academic year, a presentation is made to all athletes at the University of Washington, Seattle, which outlines and reviews the programs its purposes and its implementation. A copy of the Program is provided to each athlete; a copy is mailed to parent(s)/legal guardians(s) if athlete is under 21 years of age.

C. EDUCATIONAL MATERIALS AND PROCESSES

1. One major presentation is made to each athletic team relating to the specific effects which drugs, dietary supplements and alcohol have upon the human body
2. Additional educational presentations will be held throughout the year. These programs will be announced to athletes as they are scheduled, and attendance of athletes will be mandatory.
3. A poster series is utilized to focus attention of athletes upon the dangers of substance abuse. These posters are displayed in the training room facilities.

4. Student-athletes are encouraged to seek information, assistance and counseling through the full-time athletic training staff, the nutritionist, and team physicians.
5. Specific presentations may be made available by experts in certain over-the-counter drugs and their effects on athletes, both personally and regarding potential disqualification from NCAA and USOC sponsored competition.
6. Meetings with the nutritionist to evaluate dietary supplements.
7. Meetings with head trainer and team physician regarding prescribed medication and drugs.

VI. TESTING PROGRAM BASED ON PROBABLE CAUSE

Body Fluid Testing (blood or urine) for prohibited drugs will be conducted upon finding of probable cause by the Executive Director, Head Team Physician, and Head Athletic Trainer that an athlete has used prohibited drugs.

A. Probable cause will be determined as set forth in paragraph II (c) herein. The criteria used included:

1. Direct observation of drug and dietary supplements that contain banned substances;
2. The statement of a reliable informant which provides reasonable grounds to believe that an athlete has used prohibited drugs/dietary supplements;
3. Significant changes in behavior patterns, including changes in athletic or academic performance, which are consistent with the use of prohibited drugs/dietary supplements;
4. Physical, mental, behavioral or emotional symptoms of prohibited drug use;
5. Police or court determination of probable cause that athlete has used prohibited drugs/dietary supplements, if University of Washington testing will occur within a time frame sufficiently related to the suspected drug use such that the drug test may reliably confirm the police or court-suspected use;
6. Inadvertent use of drugs and banned substances.

The following criteria may also be used in combination with any criteria set forth above to establish probable cause:

7. A demonstrated history of use of prohibited drugs, either through prior convictions for drug use or prior positive tests for prohibited drugs through the University's, PAC 10, the NCAA's or any other reliable testing program.

If such probable cause occurs, urine testing will be done and outside laboratory will be directed to test for such over-the-counter drugs.

VII VOLUNTARY DISCLOSURE TESTING PROGRAM (AMNESTY)

An athlete may disclose use of a prohibited drug and avoid the penalties of a “first positive result” by participating in a voluntary counseling and urine screen program. An athlete who wishes to exercise this option should meet with the Head Athletic Trainer or Head Team Physician and make such disclosure. Strict confidentiality will be provided all participants in this program.

The Head Athletic Trainer will refer the athlete to a psychologist or counselor to assist the athlete in abstaining from drug use. Frequent urine samples will be required of the athlete to provide certainty that the athlete is not practicing or competing under the influence of prohibited drugs. The counselor working with the athlete will set the testing schedule. All counseling between the athlete and the counselor psychologist will remain confidential; however, the athlete will be required to consent to release of any positive results of urine samples given in the counseling situation. This release will be made to the Athletic Department and Head Athletic Trainer/Head Team Physician.

The counselor will determine the level of drug or drug metabolite in the initial urine test of the athlete, and will determine an appropriate period of testing during which positive results for the declared drug will not be reported to the Athletic Department. This is to allow sufficient time for the declared drug to leave the athlete’s system. Any increase in the drug or drug metabolite found in the athlete’s urine, which is inconsistent with abstinence, will be reported to the Athletic Department.

This option is available to an athlete on a one-time basis during his/her participation in intercollegiate athletics at the University of Washington. Athletes requiring assistance in drug treatment who have exercised this option may use the procedures set forth in section XI (A) herein. This voluntary disclosure program can be invoked at any time except after a student-athlete has been notified of his/her requirement to test.

Participation in this program will not negate any test result or consequences due to PAC 10 or NCAA testing.

VIII VOLUNTARY DRUG TESTING PROGRAM

- A. Any athlete may enter the Voluntary Drug Testing Program at any time.
- B. The Voluntary Drug Testing Program is a random urine screen process. Participants will be selected on a random basis and required to provide a urine sample within a defined timeframe.
- C. The Athletic Director will assign participating athletes a number. The list of numbers and corresponding names will be provided only to the Athletic Director, the Executive Associate Director, Head Athletic Trainer and Head Team Physician. These four individuals and the

student-athlete are the only persons who will know the identity of the participating athlete.

- D. Although the Athletic Department is committed to preserving confidentiality of participants in this program, nothing prohibits the student-athlete from disclosing his/her participation in this program to any individual. However, the athlete shall not be required by any coach, trainer, or Athletic Department or University employee to disclose the fact of participation or non-participation in this program.
- E. If a participant wishes to withdraw from the program after having enrolled, the participant shall inform the Executive Athletic Director and Head Athletic Trainer in writing of his/her decision to withdraw. Two weeks notice is required before the athlete's requirement of providing test samples will terminate
- F. Although administrators, coaches or teammates may urge participation in the voluntary program, no individual who chooses not to participate or who chooses to withdraw after enrolling shall be penalized in any manner for his/her decision. Athletes are encouraged to discuss any concerns in this regard with the Associate Director.

IX TESTING PROCEDURES

A. APPLICABILITY

These testing procedures will be followed by both the probable cause testing and voluntary testing programs.

B. NOTIFICATION OF TESTING

1. Athletes who are requested to provide a urine sample due to probable cause will be so informed by the Head Athletic Trainer.
2. Athletes in voluntary urine testing program will be informed that they are requested to provide a sample by a telephone call or by listing of their confidential number in a designated area.

C. COLLECTIONS

1. The athlete may wear simple clothing such as shorts a T-shirt to the collection area. No outer clothing or personal belongings may be taken into the collection area. Clothing constructed with pockets, or of construction conducive to concealing alternate samples. Or which could aid an effort to compromise the validity of the test or allow tampering with the sample, will not be permitted in the collection area.
2. The Head Athletic Trainer will monitor collection. The monitor shall remain outside of the enclosed collection area.
3. If at any time during the process, the monitor develops reasonable suspicion that tampering or other compromise of the sample is taking place, the monitor will require that the athlete provide an observed

urine sample. The monitor who observes the collection of this sample will be of the same sex as the athlete.

4. The monitor will receive the sample from the athlete and check the sample for appropriate color, temperature, specific gravity and other properties to determine that no substitution or tampering has occurred.
5. The sample will be split into two portions. Each separate sample will be sealed in tamper-proof containers and marked with the athlete's confidential number only.

D LABORATORY PROCEDURES

1. The laboratory testing is performed by a competent testing agency using recognized procedures.
2. The first sample is tested for prohibited drugs and for over-the-counter drugs/dietary supplements as set forth in this program.
3. The first sample is tested using the Radiomunoassay method and positive result is confirmed by gas Chromatography/Mass Spectrometry.
4. The second sample is frozen for retesting if a positive result is received on the first sample.
5. The laboratory maintains a documented chain of the custody of the sample to insure the integrity of the sample and testing.
6. If positive test result is obtained, the result is reported by the laboratory to the Head Athletic Trainer. The results are reported by numerical code.
7. The Head Athletic Trainer will notify the athlete as soon as practical after the Head Athletic Trainer receives the laboratory report. The Athlete will be asked to meet with the Head Athletic Trainer to review the test procedures.
8. The athlete may request that the second sample be tested by a laboratory acceptable to the University of Washington and the athlete.
9. Only the athlete, the parents of the athlete, if the athlete is under eighteen (18) years of age, The Head Coach of the athlete, the Athletic Director, the Executive Director, Head Team Physician and the Head Athletic Trainer will be notified of the positive test results.

X TEST RESULTS

- A. The following screening and confirmation thresholds will be used to impose any penalties due to positive test results obtained under this program or as a result of PAC 10 or NCAA testing provided to us for action:

<u>Drug</u>	<u>Screening Level</u> <u>Nanograms/ML</u>	<u>Confirmation Level</u> <u>Nanograms/ML</u>
Amphetamines	500	1000
Barbiturates	1	200
Benzodiazepines	1	200
Cannabinoids	15	200
Methaqualones	1	300
Opiates	1	300
Phencyclidine	1	25

1. Any test results below the confirmation level will be considered negative. However, positive tests below the confirmation level will be required to submit to random periodic urine and to attend counseling.
2. Upon receipt of a first positive test between the screening and confirmation levels, the following occurs:
 - A. Counseling as directed by a substance abuse counselor.
 - B. Random, periodic urine testing for drugs for a period of 12 months from the time of the initial testing. Results provided to the director of testing process – Head Athletic Trainer.
 - C. Suspension from his/her next scheduled contest. Prior to this suspension, the athlete has the opportunity to discuss the matter with the Athletic Director and present evidence of any mitigating circumstances.
3. Upon receipt of a first positive test result above the confirmation level for any athlete, the following occurs:
 - A. The athlete will be suspended from competition for a period of 12 months. The appeals process is outlined in attachment 1.
 - B. The athlete who is under 18 years of age must participate in a conference with his/her parent(s)/legal guardian(s) and the Athletic Department staff to include the Executive Director, Athletic Director, the Head Team Physician, the Head Athletic Trainer and the Head Coach.
 - C. The athlete must participate in counseling as directed by a substance abuse counselor.
 - D. The athlete must participate in periodic urine testing for drugs throughout the suspension period. The schedule for obtaining urine sample for these tests will not be known to the athlete. Results of testing will be provided to the Head Athletic Trainer.
 - E. Prior to the implementation of the suspension period, the athlete has the opportunity to fully discuss the matter with the Athletic Director and present evidence of any mitigating circumstances, which he/she feels important.

- F. The athlete may be reinstated at the conclusion of the suspension period. The Head Coach will not consider reinstatement unless the athlete has provided proof of successful completion of a recognized substance abuse program. Additionally, the athlete must establish that he/she meets the criteria of the University's code of conduct for students and standards established within the Athletic Department for student participation.

B. SECOND POSITIVE TEST RESULT

Upon receipt of a second positive test result, the following occurs:

- 1. If the first positive was at or above the confirmation threshold:
 - A. The athlete will be permanently suspended from competition in any athletic competition or training activity sponsored by the Department of Intercollegiate Athletics.
 - B. Prior to implementation of the permanent suspension period, the athlete has the opportunity to fully discuss the matter with the Athletic Director and to present evidence of any mitigating circumstances, which he/she feels important.
 - C. The parent(s)/legal guardian(s) of the athlete who is under 18 years of age will participate in a conference as outlined above to discuss the positive result and the suspension.
 - D. The athletes may lose his/her financial aid in accord with the terms of the Financial Aid Agreement (Athletic Aid Award Notification) and in accord with University of Washington, NCAA and PAC 10 Conference Rules.
- 2. If the first positive was between the screening and confirmation level and the second positive is also between these levels, the penalty for a "first positive" above the confirmation level is imposed.
- 3. If the first positive was between the screening and confirmation level and the second positive is above the confirmation level the penalty for second positive above the confirmation level is imposed

XI ATHLETIC STAFF ASSISTANCE

A. CONFIDENTIAL COUNSELING AND ASSISTANCE FOR ANY ATHLETIC RELATED PROBLEM

All students may consult in confidence with the Executive Director, a team physician, nutritionist, or Head Trainer. These individuals may refer the athlete to other individuals with whom the athlete may consult in complete confidence, such as physicians, psychiatrists, or psychologist. The Athletic Department has access to both a female psychologist and male psychologist, both of whom are actively involved in consulting with athletes as a regular part of their practice. They are also able to assist athletes with substance abuse concerns. Any student may request consultation with these individuals to discuss any other concerns, which arise from the athlete's participation or non-participation in the Voluntary Drug Testing Program, or to discuss any other difficulty, which the athlete believes, is affecting his/her health, academic or athletic achievement.

The difference between the confidential counseling provided in this section and the procedures set forth in section VII is that students requesting counseling and testing under section VII are relieved from the "first positive" penalty for the incidence of drug use declared to the Executive Director, Head Team Physician, or Head Athletic Trainer; and will be subject to disclosure to the University of positive urine results received during the counseling and urine testing process. Students requesting counseling under section XI (A) may participate on a voluntary basis in drug rehabilitation and testing with their counselor and positive results will not be reported to the University of Washington. However, athletes in confidential counseling under section XI (A) have no immunity from penalty if they are requested to provide a urine sample through the Athletic Department program and receive a positive result.

Athletes may also consult with physicians, psychologist, or nutritionist, who will maintain the confidentiality of all student communications of this nature, unless the student is participating in a rehabilitation program after receiving positive results on an Athletic Department Drug test. In that case, the student is required to release information concerning compliance and rehabilitation to the Executive Director, Head Team Physician, and Head Athletic Trainer.

XII EFFECTIVE DATE

This program and its administration/operation are subject to change or modification at any time. However, any change or modification will only be implemented by action of the Director of Intercollegiate Athletics and will not be applied retroactively if that would adversely affect an athlete's rights.

Policy in place
in April 2006

Drug Free Sport

THE NATIONAL CENTER
FOR DRUG FREE SPORT, INC.
816.474.8655
www.drugfreesport.com
810 Baltimore Avenue
Kansas City, Missouri 64105

MEMORANDUM

July 1, 2005

TO: Todd Turner
Director of Athletics

FROM: Michelle Dorsey
NCAA Drug-Testing Program Manager

SUBJECT: NCAA Year-Round Drug-Testing Program.

The enclosed memorandum has been sent to your institution's drug-testing site coordinator in preparation for 2005-06 NCAA year-round drug testing. Because the NCAA year-round drug-testing program has changed over the past few years, Drug Free Sport believes it is important that you are knowledgeable in this area as well.

Site coordinators are responsible for updating NCAA drug-testing information for their institution on Drug Free Sport's administrative Web site at www.ncdfs.com.

As director of athletics, a login and password has been provided for you to access the same information. Please keep this information confidential.

Your Login ID is:

Your Password is:

Redacted per
Employee Privacy
RCW 42.56.230(2)

If this is the first time you have logged onto the Web site, you will be required to change your password immediately after the initial login. After initial login, you may change your login and password at any time by accessing the Login ID and Password page. If you need Web site assistance, contact Sherry Thalmann at 816.474.8655 x120 or sthalmann@drugfreesport.com.

If at any time you have a question or concern about the NCAA drug-testing program, please feel free to contact Drug Free Sport at 816.474.8655.

Thank you for your assistance with NCAA drug-testing programs.

Enclosure



Drug Free Sport

THE NATIONAL CENTER
FOR DRUG FREE SPORT, INC.
816.474.8655
www.drugfreesport.com
810 Baltimore Avenue
Kansas City, Missouri 64105

MEMORANDUM

July 1, 2005

TO: NCAA Drug-Testing Site Coordinator

FROM: Michelle Dorsey
NCAA Drug-Testing Program Manager

SUBJECT: NCAA Year-Round Drug-Testing Program.

As we at The National Center for Drug Free Sport (Drug Free Sport) close the door on 2004-05 drug testing, we would like to thank everyone for his/her work during the first year that NCAA drug testing expanded into other sports. It was a learning experience for everyone and Drug Free Sport truly appreciates your cooperation.

In preparation for 2005-06 year-round drug testing, please read the following information carefully.

NCAA Year-Round Drug-Testing Specifics

Division I Institutions

1. Every Division I institution will be drug tested **at least once** each academic year.
2. Institutions **sponsoring football** will be drug tested **at least once** each academic year. In addition to football, **at least one** additional sport will be randomly selected for drug testing.
 - Eighteen (18) football student-athletes
 - Eight (8) student-athletes from one sport **or** four (4) student-athletes from two sports
3. For institutions **not sponsoring Division I football**, at least one sport will be randomly selected for drug testing.
 - Eight (8) student-athletes from one sport **or** four (4) student-athletes from two sports
4. There is a chance your institution may be selected for testing more than once each academic year.

Division II Institutions

1. Every Division II institution is subject to year-round drug testing.

2. Every Division II institution **sponsoring football** will be drug tested **at least once** each academic year. In addition to football, one additional sport will be randomly selected for drug testing.

- Twelve (12) football student-athletes
- Four (4) student-athletes from another sport

If your institution sponsors a Division I sport(s), that sport(s) is subject to drug testing under the Division I protocol also. Therefore, eight (8) student-athletes from the Division I sport(s) are subject to drug testing.

3. Division II institutions **not sponsoring football** will be selected **at least** once every two years.

4. There is a chance your institution may be selected for testing more than once each academic year.

Division III Institutions sponsoring Division I sports

1. Every Division I sport your institution sponsors is subject to year-round drug testing.

2. Eight (8) student-athletes from the Division I sport your institution sponsors will be randomly selected for drug testing.

3. There is a chance every Division I sport your institution sponsors may be selected for testing more than once during an academic year.

Administrative Responsibilities

Site coordinators are responsible for updating NCAA drug-testing contact information and providing Drug Free Sport with available dates from which we will schedule year-round drug testing for your institution. This and other administrative tasks are to be completed electronically.

Log onto www.ncdfs.com to review and update institutional contact information, your institution's sport sponsorship and drug-testing calendars. Make sure you correct/update the information on your institution's home page (e.g., address, phone numbers, president, etc.). **You are required to complete this information by July 29, 2005.**

As site coordinator, your user login and password information is provided below. Please keep this information confidential.

Your Login ID is:

Your Password is:

If you need Web site assistance, contact **Sherry Thalman** at **816.474.8655 x120** or **sthalman@drugfreesport.com**.

If this is your first time logging onto the Web site, you will be required to change your password immediately. After the initial login, site coordinators may change their login and password at any time by accessing the Login ID and Password page on the Web site.

If other athletics administrators (e.g., compliance coordinator, SWA) are involved with the NCAA's drug-testing programs, site coordinators have the ability to create a login id and password for others on the Login ID and Password page. Drug Free Sport will assign your director of athletics a login id and password. **For your institution's protection, please delete any administrators (and their login ids and passwords) who should no longer have access to the Web site and/or who are no longer affiliated with your institution.**

If you no longer serve as your institution's site coordinator, please notify Sherry Thalmann of the change and inform her of your replacement. If at any time there is a change in institutional demographics, contact information or drug-testing availability, log onto the Web site and update accordingly.

Drug-Testing Calendars

Site coordinators are responsible for completing drug-testing calendars from which Drug Free Sport will schedule year-round drug testing for your institution.

Complete a calendar for each of the following:

- If your institution **sponsors football**, you must update the football calendar.
- If your institution does **not sponsor football**, you must provide information regarding your institution's academic calendar.

When completing the calendar, select at least nine (9) days each month your institution is available for drug testing. If you're unable to select nine days each month, select as many as possible. [**Selecting one day each month does not constitute "as many as possible"**.] In the comments section of the calendar, indicate days your institution is closed for federal/local holidays or school breaks. Also include events in which athletic administrators may be off-campus (e.g., NCAA Convention). If at any time there is a change in your institution's availability for drug testing, log onto the Web site and update accordingly.

Notification of Drug-Testing

In preparation for NCAA year-round drug testing, make sure all student-athletes have signed a drug-testing consent form pursuant to Bylaw 14.1.4.1.

If your institution is selected for year-round drug testing, the director of athletics, site coordinator and one additional athletic administrator (if designated by institution) will receive notification from Drug Free Sport no sooner than 48 hours prior to the test date. In some cases, institutions may receive only 24-hour notice. Institutions have the option to receive drug-testing notification via email or facsimile. Please indicate your preference at www.ncdfs.com. If the site coordinator is not available for the scheduled drug test, the institution must provide a designee.

A squad list for each sport must be completed and on file at your institution by the first day of competition (Bylaw 14.10.2). If your institution is selected for drug testing, your institution **must** submit a current and accurate squad list to Drug Free Sport for student-athlete selection. However, if your institution has not held its first competition, Drug Free Sport will accept a team roster.

After Drug Free Sport has randomly selected student-athletes for drug testing, the site coordinator or designee will receive the roster of selected student-athletes. The site coordinator or designee is responsible for notifying student-athletes of their selection for drug testing and having them sign the NCAA Year-Round Drug-Testing Notification Form. Student-athletes **must** be notified in person or via direct telephone/cellular phone. Voice messages and/or email communication **are not** acceptable forms of

notification. The site coordinator or designee must sign each notification form, verifying the student-athlete's notification of drug testing.

Any student-athlete who refuses to sign the notification form or signature form, fails to arrive at the collection station at the designated time without justification, fails to provide a urine sample according to protocol, leaves the collection station before providing a specimen according to protocol or attempts to alter the integrity of validity of the urine specimen and/or collection process will be treated as if there was a positive for a banned substance other than a street drug as defined in Bylaw 31.2.3.1. (NCAA Drug-Testing Protocol 6.8.)

A student-athlete who tests positive for a banned substance, as set forth in Bylaw 31.2.3, shall be declared ineligible for further participation in championship season and non-championship season competition in accordance with the ineligibility provision in Bylaw 18.4.1.5.1.

The NCAA recently passed legislation to ensure institutions are in compliance when it comes to the administration of the NCAA drug-testing program. Effective, August 1, 2005, institutions who fail to provide information to Drug Free Sport, such as a current and accurate squad list when requested, fail to notify selected student-athletes for drug-testing and fail to respond to other administrative requests made by Drug Free Sport, may be considered in violation of Bylaw 30.5.

For more information on the NCAA year-round drug-testing program, refer to the Site Coordinator Manual and the NCAA Drug-Testing Program Booklet on the NCAA's Website at www.ncaa.org/health-safety. The 2005-2006 Site Coordinator Manual and NCAA Drug-Testing Program Booklet will be available in early August. You can also access the Site Coordinator Manual through www.ncdfs.com. Please be sure to read the manual so that your institution will be prepared for NCAA drug testing this fall.

The Resource Exchange Center (REC) continues to be a resource for you and your student-athletes. The REC is a free, confidential source of information available to NCAA member institutions. The REC answers inquiries regarding dietary supplements and other NCAA banned substances. The REC's Web site is www.drugfreesport.com/rec. The password for Division I institutions is **ncaa1**; Division II institutions is **ncaa2**; and Division III institutions is **ncaa3**.

If at any time you have a question or concern about the NCAA drug-testing program, please feel free to contact Drug Free Sport at 816.474.8655.

Enclosures

cc: Ms. Mary E. Wilfert, NCAA
Director of Athletics
Compliance Coordinators
Senior Woman Administrator



The National Collegiate Athletic Association

6201 College Boulevard, Overland Park, Kansas 66211-2422

NCAA DRUG-TESTING PROGRAM

Team Championship Student-Athlete Notification Form

Date: 3/24/09 Site No.:

M	B	B	S	C	B	2	0	0	5	1	0
---	---	---	---	---	---	---	---	---	---	---	---

Time of Notification: 7:30 a.m. (p.m.) Event: Mens Basketball

1. The undersigned, acknowledge being notified to appear for NCAA drug testing and have been notified to report to the drug-testing site within 60 minutes.
2. The undersigned, acknowledge being notified to appear for NCAA drug testing and have been notified to report to the drug-testing site _____ at _____ a.m./p.m.
- (Date) (Time)

I understand I may have a witness accompany me to the drug-testing site. **Failure to arrive at the site within the time limit will constitute a withdrawal of my previous consent to be tested as a part of the NCAA Drug-Testing Consent and will result in a minimum one-year period of ineligibility.**

Student-Athletes Selected:

- 1.
- 2.
- 3.
- 4.
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

Redacted per
RCW 42.56.230(1) &
FERPA (Student Privacy)

Student-Athletes' Signatures:

- 1.
- 2.
- 3.
- 4.
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

I understand that an institutional representative must report to the drug-testing site to certify the identity of all student-athletes selected. The institutional representative must remain at the collection site until all student-athletes have reported and have been identified.

Institutional Representative's Signature: _____

Title: _____

Comments: _____

Redacted per
RCW 42.56.230(1) &
FERPA (Student Privacy)



Drug-Testing Consent – Division I

For: Student-athletes
Action: Sign and return to your director of athletics
Due date: At the time your intercollegiate squad first reports for practice or the Monday of the institution's fourth week of classes, whichever date occurs first.
Required by: NCAA Constitution 3.2.4.6 and NCAA Bylaws 14.1.4 and 30.5
Purpose: To assist in certifying eligibility

TO: STUDENT-ATHLETE

Name of your institution: UNIVERSITY OF WASHINGTON

You must sign this form to participate (i.e., practice or compete) in intercollegiate athletics. Per NCAA Bylaw 30.5-(b), the director of athletics or the director of athletics' designee shall disseminate a copy of the list of banned drug classes (Attachment) to all student-athletes and educate them about products that might contain banned drugs. Please note that the list may change during the academic year, that updates may be found on the NCAA Web site (www.ncaa.org) and you will be informed of the procedures your athletics department will use to disseminate updates to the list.

NCAA Constitution 3.2.4.6 and Bylaws 14.1.4 and 30.5 require that you sign this form. If you have any questions, you should discuss them with your director of athletics.

Drug-Testing Consent

By signing this form, you affirm that you are aware of the NCAA drug-testing program, which provides:

A student-athlete who is found to have used a substance on the list of banned drugs, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in regular season and postseason competition in all sports in accordance with the provisions in Bylaw 18.4.1.5.1. The certifying institution may appeal to the NCAA Student-Athlete Reinstatement Committee for restoration of the student-athlete's eligibility if the institution concludes that circumstances warrant restoration. (Bylaw 18.4.1.5)

A student-athlete who tests positive (in accordance with the testing methods authorized by the NCAA Executive Committee) shall be ineligible to participate in regular-season and postseason competition for one calendar year (i.e., 365 days) after the positive drug test and shall be charged with the loss of a minimum of one season of competition in all sports. The student shall remain ineligible for all regular-season and postseason competition for one calendar year after the student-athlete's positive drug test, and until the student-athlete retests negative.

This document on file + signed by 27 student athletes. (Football)

You agree to allow your drug-test sample to be used by the NCAA drug-testing laboratories for research purposes to improve drug-testing detection. Individual samples will not be personally identified.

You were provided an opportunity to review the procedures for NCAA drug testing that are described in the NCAA Drug-Testing Program brochure.

You understand that this consent and the results of your drug tests, if any, only will be disclosed in accordance with the provisions of the Buckley Amendment consent.

You agree to disclose your drug-testing results only for purposes related to your eligibility for participation in regular-season and postseason competition.

You affirm that you understand that if you sign this statement falsely or erroneously, you violate NCAA legislation on ethical conduct, and you will further jeopardize your eligibility.

9/16/05
Date

[Redacted Signature]
Signature of student-athlete

9/16/05
Date

[Redacted Signature]
Signature of Parent (if student-athlete is a minor)

[Redacted Name]
Name (please print)

[Redacted Date]
Date of Birth

[Redacted Age]
Age

[Redacted Address]
Home Address

FOOTBALL
Sport(s)

Redacted per
RCW 42.56.230(1) &
FERPA (Student Privacy)

What to do with this form: Sign and return it to your director of athletics at the time your intercollegiate squad first reports for practice or the Monday of the institution's fourth week of classes (whichever date occurs first). This form is to be kept in the director of athletics office for six years.

dance with the testing methods authorized by the Executive Committee) and the student-athlete's eligibility is restored by the Student-Athlete Reinstatement Committee. If a student-athlete transfers to another NCAA institution while ineligible due to a positive NCAA drug test, the institution from which the student-athlete transfers must notify the transfer institution regarding the positive drug test result.

If the student-athlete tests positive a second time for the use of any drug, other than a "street drug" as defined in Bylaw 31.2.3.1, he or she shall lose all remaining regular-season and postseason eligibility in all sports. A combination of two positive tests involving street drugs (e.g., marijuana, heroin) in whatever order, will result in the loss of an additional year of eligibility (Bylaw 18.4.1.5.1). In addition, the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a street drug.

If the student-athlete tests positive for the use of a "street drug" after being restored to eligibility, he or she shall be charged with the loss of a minimum of one additional season of competition in all sports and also shall remain ineligible for regular-season and postseason competition at least through the next calendar year. If the student-athlete transfers to another NCAA institution while ineligible, the institution from which the student-athlete transferred must notify the institution that the student-athlete is ineligible due to a positive drug test result. If the student-athlete immediately transfers to a non-NCAA institution while ineligible and competes in collegiate competition within the 365-day period at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for a 365-day period. Additionally, the student-athlete must retest negative (in accordance with the testing methods authorized by the Executive Committee) and request that eligibility be restored by the NCAA Division I Academic/Eligibility/Compliance Cabinet. (Bylaw 18.4.1.5.1)

The Executive Committee shall adopt a list of banned drug classes and shall authorize methods for drug testing of student-athletes on a year-round basis. This list of banned drug classes and the procedure for informing member institutions about authorized methods for drug testing are set forth in Bylaws 31.2.3.1 and 31.2.3.3 respectively. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list (Attachment). The list is located on the NCAA Web site (www.ncaa.org) or may be obtained from the NCAA health and safety staff in Education Outreach. (Bylaw 18.4.1.5.2)

You agree to allow the NCAA to test you in relation to any participation by you in any NCAA championship or in any postseason football game certified by the NCAA for the banned drugs listed in Bylaw 31.2.3.1. Additionally, if you participate in a Division I NCAA sport, you also agree to be tested on a year-round basis for anabolic agents, diuretics, ephedrine and urine manipulators and peptide hormones.

NCAA Banned-Drug Classes 2005-2006

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee. Contact NCAA education services or www.ncaa.org/health-safety for the current list. The term "related compounds" comprises substances that are included in the class by their pharmacological action and/or chemical structure. **No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.**

Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact their institution's team physician or athletic trainer for further information.

Bylaw 31.2.3. Banned Drugs

The following is a list of banned-drug classes, with examples of substances under each class:

(a) Stimulants:

amiphenazole	methylenedioxymethamphetamine
amphetamine	(MDMA, ecstasy)
bernigrade	methylphenidate
benzphetamine	nikethamide
bromantan	pemoline
caffeine ¹ (guarana)	pentetrazol
chlorphentermine	phendimetrazine
cocaine	phenmetrazine
cropropamide	phentermine
crothetamide	phenylephrine
diethylpropion	phenylpropanolamine (ppa)
dimethylamphetamine	picrotoxine
doxapram	pipradol
ephedrine	prolintane
(ephedra, ma huang)	strychnine
ethamivan	synephrine
ethylamphetamine	(citrus aurantium, zhi shi, bitter orange)
fencamfamine	
meclofenoxate	
methamphetamine	

and related compounds

(b) Anabolic Agents:

anabolic steroids

androstenediol	methyltestosterone
androstenedione	nandrolone
boldenone	norandrostenediol
clostebol	norandrostenedione
dehydrochloromethyltestosterone	norethandrolone
dehydroepiandrosterone (DHEA)	oxandrolone
dihydrotestosterone (DHT)	oxymesterone
dromostanolone	oxymetholone
epitrenbolone	stanozolol
fluoxymesterone	testosterone ²
gestrinone	tetrahydrogestrinone (THG)
mesterolone	trenbolone

and related compounds

methandienone
methenolone

other anabolic agents
clenbuterol

(c) Substances Banned for Specific Sports:

Rifle:

alcohol	pindolol
atenolol	propranolol
metoprolol	timolol
nadolol	and related compounds

(d) Diuretics:

acetazolamide	hydrochlorothiazide
bendroflumethiazide	hydroflumethiazide
benzhiiazide	methylclothiazide
bumetanide	metolazone
chlorothiazide	polythiazide
chlorthalidone	quinethazone
ethacrynic acid	spironolactone
flumethiazide	triamterene
furosemide	trichlormethiazide

and related compounds

(e) Street Drugs:

heroin	tetrahydrocannabinol
marijuana ³	(THC) ³

(f) Peptide Hormones and Analogues:

corticotrophin (ACTH)
human chorionic gonadotrophin (hCG)
leutenizing hormone (LH)
growth hormone (HGH, somatotrophin)
insulin like growth hormone (IGF-1)

All the respective releasing factors of the above-mentioned substances also are banned:

erythropoietin (EPO)	sermorelin
darbypoetin	

(g) Definitions of positive depends on the following:

¹for caffeine—if the concentration in urine exceeds 15 micrograms/ml.

²for testosterone—if the administration of testosterone or use of any other manipulation has the result of increasing the ratio of the total concentration of testosterone to that of epitestosterone in the urine to greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.

³for marijuana and THC—if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.



WASHINGTON

FAX COVER LETTER

DATE: Nov 3 2000

FROM/SENDER: Pat Jenkins

DEPARTMENT: Huskies Training Room

TELEPHONE NUMBER: (206)543-2239

FAX NUMBER: (206)685-3521

TO: Mary Wilfert

TELEPHONE NUMBER: _____

SCHOOL/COMPANY: _____

SUBJECT: _____

TOTAL PAGES ATTACHED: _____

FAX NUMBER SENDING TO: 317 917 6336

Comments:

TELEPHONE NUMBER: (206)543-2239

FAX NUMBER: (206)685-3521

TO: Mary Wilfut

TELEPHONE NUMBER: _____

SCHOOL/COMPANY: _____

SUBJECT: _____

TOTAL PAGES ATTACHED: _____

FAX NUMBER SENDING TO: 317 917 6336

Comments: _____

UNIVERSITY OF WASHINGTON DEPARTMENT OF INTERCOLLEGIATE ATHLETICS
GRAVES BUILDING BOX 3540 SEATTLE, WASHINGTON 98195-4070
WWW.GOHUSKIES.COM

DATE, TIME 11/13 09:10
FAX NO./NAME 77-13179176336-6293181
DURATION 00:00:35
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

TIME : 11/13/2006 09:10
NAME : UW ATHLETIC TRAINING
FAX : 2066853521
TEL : 2065432239

TRANSMISSION VERIFICATION REPORT

NCAA DRUG TESTING

OCTOBER 5, 2006

CHECK - IN

WAITING AREA

MEN'S RESTROOM

WOMIEN'S RESTROOM

SAMPLE REVIEW

CHECK OUT

THANK YOU



NCAA Year-Round Drug Testing: Collection Crew Evaluation

Collection Date(s): 10.5.2006 Time Collection Started: 6³⁰ AM
 Sport(s): Football Women's Soccer

Please circle the number corresponding with your perception of the on-site drug testing crew's performance.

<u>Please rate the crew as a whole unit on the following:</u>	Poor	Unsatisfactory	Some Deficiencies	Satisfactory	Exceptional	Did Not Observe
1. Set-up on time.....	1	2	3	4	5	
2. Knowledge of the drug testing process	1	2	3	4	5	
3. Professional demeanor	1	2	3	4	5	
4. Cohesiveness/teamwork.....	1	2	3	4	5	
5. Communication with institutional representatives	1	2	3	4	5	
6. Communication with student-athletes	1	2	3	4	5	
7. Specimen collection process						
a. Consistency	1	2	3	4	5	
b. Confidentiality	1	2	3	4	5	
8. Addressed questions and concerns	1	2	3	4	5	
9. Overall performance of the NCAA drug testing crew	1	2	3	4	5	
10. The drug testing plan outlined prior to the on-site visit was clear and practical.						
11. Communication between the crew and myself prior to the on-site visit was sufficient.						

12. Concerns: None

13. Constructive suggestions:



CONFIDENTIAL DRUG-TESTING NOTIFICATION MEMORANDUM

This memorandum serves as notification that NCAA year-round drug testing will be conducted on your campus. The following information will assist you in preparing for this important event. Please follow the instructions below to ensure this NCAA drug-testing event is completed efficiently and according to NCAA drug-testing protocol.

When finished reading these instructions, **please scroll down to the bottom and click on the "Acknowledge and Continue" button** to inform Drug Free Sport you have received your notification.

1. Submit **current and accurate** squad list to Drug Free Sport for each sport selected to be drug tested as indicated on the Site Summary. Institutions have three options in submitting the squad list to Drug Free Sport:
 - o Email squad list(s) to squadlist@ncdfs.com by sending a .pdf file as an attachment or exporting your squad list(s) into Excel and sending file(s) as an attachment.
 - o Fax squad list to Drug Free Sport at 816-502-9287 or 816-474-7329.
 - o Input student-athletes' names on squad list form at www.ncdfs.com.

Squad Lists for Division I and II football programs.

- o The NCAA Squad List Form is required, unless your conference office is using their own squad list form in lieu of the NCAA Squad Form.
- o Division I institution's must designate on the football squad list all athletes receiving athletically related aid. No designation is required for Division II.
- o We cannot accept any other form (e.g., rosters, team lists, eligibility lists) once your institution's football program has held its first competition.
- o If your institution has not held its first competition, an official team roster will suffice.

Squad Lists for other Division I and II sports programs.

- o The NCAA Squad List Form is required, unless your conference office is using their own squad list form in lieu of the NCAA Squad Form.
- o We cannot accept any other form (e.g., rosters, team lists, eligibility lists) once a sport has held its first competition.
- o If your institution has not held its first competition, an official team roster will suffice.

All student-athletes on the squad list must have signed an NCAA drug-testing consent form prior to practice and will be included in the random selection. Designate on squad lists any student-athlete who falls into the following categories. Student-athletes designated accordingly will not be included in the random selection process.

- o **Q** = quit team
- o **W** = withdrew from institution or no longer enrolled
- o **C** = cut/dismissed from team
- o **E** = exhausted eligibility
- o **G** = graduated
- o **M** = medical exception (have career-ending injuries)

If the letter "O" (other) is designated on your institution's squad list, please provide Drug Free Sport an explanation or assign the student-athlete with one of the the above designations.

All other student-athletes (e.g., walk-ons, freshmen, red shirts, non qualifiers, partial qualifiers and injured athletes, etc) are eligible for testing.

The NCAA Executive Committee has determined that if a student-athlete selected for NCAA drug-testing is no longer on the team (voluntarily/involuntarily) prior to notification of his or her selection for drug-testing, but whose name was on the institution's squad list without being properly identified as having quit the team, that student-athlete may not participate in any intercollegiate athletics until completion of a NCAA drug-test. This test, administered by Drug Free Sport, would be at the institution's expense. **To avoid this situation, carefully review any squad list prior to submitting.**

2. After student-athlete selections are made, Drug Free Sport will notify the site coordinator (and/or alternate designated by the institution) via email. This email will contain a link to access the drug-testing roster of selected student-athletes. From the roster, one can print Year-Round Notification Forms for each student-athlete by clicking on each student-athlete's name **or by selecting Print All.**
3. After printing the notification forms, inform each student-athlete of his/her selection for drug testing. The institution must notify student-athletes "in person or by direct telephone communication" of their selection for drug testing and the date, time and location of the drug test (NCAA Drug-Testing Protocol 5.7). **Contact Drug Free Sport as soon as possible if there are any problems with the roster and/or notifying student-athletes.**
4. Contact the drug-testing crew chief immediately to coordinate the drug-testing schedule. Refer to the 2006-07 site coordinator manual located on www.ncdfs.com or the NCAA's web site at www.ncaa.org/health-safety.
5. On test day, it is crucial to schedule 4-5 student-athletes every 20 minutes. If too many or all selected student-athletes report to drug testing at one time, they will not be allowed to enter the room until the crew chief permits.
6. Any selected student-athlete who fails to comply with NCAA drug-testing protocol (e.g., refuses to sign the notification form, fails to arrive at the collection station at the designated time without justification) will be treated as if they were positive for a banned substance as defined by NCAA Drug-Testing Protocol 6.8.

We appreciate your assistance with the NCAA year-round drug-testing program. Contact [Sherry Thalmann](mailto:sthalmann@drugfreesport.com) (sthalmann@drugfreesport.com or 816-474-8655 x120) at Drug Free Sport with any problems or concerns as soon as possible.

NCAA Drug-Testing Site Summary

**University of Washington
Seattle, WA
(206) 543-2210**

Site Number: YER107200710

Test Date: 10/5/2006

Notification Date: 10/3/2006

Crew Chief: Gayle J. Torgerson
Phone: (206) 724-7928
Email: gayletorgerson@hotmail.com

Site Coordinator: Patrick Jenkins
Head Athletic Trainer
Box 354070
Seattle, WA 98195
Office: (206) 543-2239
Fax: (206) 685-3521
Home:
Mobile:
Pager:
Email: pjenkins@u.washington.edu

Laboratory: UCLA Olympic Analytical Laboratory

Testing Plan

Number of athletes to test: 26

Sport(s) to be Tested: Football
Soccer, Women's

Acknowledge and Continue

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Questions and comments may be sent to support@ncdfs.com.

WHOLLY EXEMPT
PURSUANT TO FERPA & HIPAA

INVENTORY NUMBERS:
FON-005-IA to FON-031-IA

**NCAA
Drug-Testing Programs
Site Coordinator
Manual
2005-2006**

**NCAA Drug-Testing Programs
Site Coordinator Manual**

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The National Center for Drug Free Sport, Inc.

The National Center for Drug Free Sport, Inc. (Drug Free Sport) establishes and manages drug-prevention programs for athletic organizations truly committed to creating drug-free environments.

The National Collegiate Athletic Association (NCAA) has selected Drug Free Sport to administer NCAA drug-testing programs. If you have any questions regarding NCAA drug-testing programs, please contact:

The National Center for Drug Free Sport

810 Baltimore Avenue
Kansas City, Missouri 64105
Phone: 816.474.8655
Fax: 816.502.9287 or
816.474.7329
www.drugfreesport.com

The Resource Exchange Center

Drug Free Sport has created an informational service center that is available for NCAA member institutions to keep student-athletes accurately informed about dietary supplements and banned substances.

Please direct questions about dietary supplements and other NCAA banned substances to the Resource Exchange Center (REC) at www.drugfreesport.com/rec

DI password: ncaa1
DII password: ncaa2
DIII password: ncaa3

The National Collegiate Athletic Association

In addition to its drug-testing programs, the NCAA offers drug-education programs to its members. To find out more about the drug-education and grant programs offered by the NCAA, contact:

The National Collegiate Athletic Association

Health & Safety
P.O. Box 6222
Indianapolis, Indiana 46206-6222
Phone: 317.917.6222
www.ncaa.org/health-safety

NCAA Drug-Testing Contacts:

Michelle Dorsey
NCAA Drug-Testing Program Manager
816.474.8655 x116
816.985.9302 (cell)
mdorsey@drugfreesport.com

Contact for issues related to NCAA drug-testing events, drug-testing inquiries and collection crew issues.

Andrayana Getchell
Administrative Services Coordinator
816.474.8655 x100
agetchell@drugfreesport.com

Contact for assistance with NCAA drug-testing notifications, help with www.ncdfs.com, drug-testing supplies and shipping inquiries.

Kay Hawes
Director of Media Relations
816.474.8655 x125
khawes@drugfreesport.com

Contact for media and public relations on drug-testing issues and questions.

Rachel Olander
Resource Exchange Specialist
816.474.8655 x117
info@drugfreesport.com

Contact for supplement and banned drug interpretations.

Sherry Thalmann
NCAA Drug Testing Assistant Program Manager
816.474.8655 x120
sthalmann@drugfreesport.com

Contact for assistance with NCAA drug-testing notifications, help with www.ncdfs.com and administration of NCAA drug-test appeals.

Frank Uryasz
President
816.474.8655 x111
816.985.5009 (cell)
furyasz@drugfreesport.com

Contact for media relations and drug-testing questions.

Andrea Wickerham
Legal Relations & Policy Director
816.474.8655 x118
816.985.2218 (cell)
awickerham@drugfreesport.com

Contact for drug-testing results, exit tests, NCAA Medical Exceptions and administration of NCAA drug-test appeals.

Mary Wilfert
Assistant Director of Education Outreach
317.917.6222 x6319
mwilfert@ncaa.org

Contact for NCAA Speaker Grant
questions and liaison to Drug-
Education and Drug-Testing
subcommittee of CSMAS
committee.

Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS)

The CSMAS is an association-wide committee and supervises the NCAA's drug-education and drug-testing program under the direction of the NCAA Executive Committee. The CSMAS committee is composed of athletics administrators, medical doctors, coaches, athletic trainers, exercise physiologists, researchers, attorneys, drug educators, secondary school representatives and other professionals representing member institutions. The committee is dedicated to serving the NCAA by (a) collecting and developing pertinent information regarding desirable training methods, prevention and treatment of sports injuries, utilization of sound safety measures at the college level, drug education and drug testing; and (b) disseminating such information to the attention of the Association's membership and adopting recommended policies and standards designed to further the above objectives. Drug Free Sport works closely with the CSMAS drug-education and drug-testing subcommittee to support the NCAA's dedication to fair and equitable competition and protection of the health and safety of student-athletes.

CSMAS Chair:

Michael Krauss, M.D.
Purdue University

DEDT Subcommittee Chair:

Donald Kaverman
Southeast Missouri State University

Subcommittee Members:

Jerry Koloskie
University of Nevada – Las Vegas

Robin Meiggs
Humboldt State University

Michael Storey
Bridgewater State College



The following information should be used as a resource for NCAA institutions subject to NCAA year-round drug-testing program.

Drug-Testing Personnel and Responsibilities

The following individuals have specific responsibilities when NCAA drug testing is conducted on campus.

Director of Athletics or designee

1. Prior to start of the academic year:
 - Read the NCAA Drug-Testing Program Booklet 2005-06
 - Update contact information on www.ncdfs.com.
 - Appoint NCAA drug-testing site coordinator. The site coordinator is an individual from the institution who is assigned to assist the NCAA drug-testing crew with the organizational aspects of the program and assist the crew chief on the day of testing.
 - Meet with site coordinator to explain drug-testing duties.
 - Review squad list requirements with site coordinator and/or compliance director.
2. On drug-testing notification day:
 - Access NCAA drug-testing information from Drug Free Sport's administrative web site at www.ncdfs.com.
 - **Keep testing information confidential at all times.**
 - Discuss the drug-testing format with the site coordinator and finalize plans for the testing event.
 - If the site coordinator will not be available on test day, assign an institutional representative to serve in his/her place. (See NCAA Drug-Testing Protocol 5.7.1.)

Site Coordinator

1. Ongoing basis:
 - Read the NCAA Drug-Testing Program Booklet 2005-06
 - Update institutional and contact information and submit calendars of availability before each semester begins at Drug Free Sport's administrative web site,



www.ncdfs.com. Site coordinators will be advised when calendars must be submitted.

2. On notification day:

- Access NCAA drug-testing information from www.ncdfs.com.
- **Keep testing information confidential at all times.**
- Meet with director of athletics to finalize drug-testing plans.
- Upon notification, submit current and accurate NCAA or conference approved squad list(s) to Drug Free Sport. **Eligibility lists and team rosters are not acceptable.** Designate on squad lists any student-athlete who falls into the following categories.

- C = cut or released from the team
- E = exhausted eligibility
- G = graduated
- M = career-ending injuries
- NE = not enrolled
- Q = quit or withdrawn from school, voluntarily or involuntarily

If the letter "O" (other) is designated on your institution's squad list, please explain to Drug Free Sport or assign the student-athlete with one of the above designations.

If you are not responsible for squad list administration on a regular basis, contact the individual at your institution who is (e.g., compliance director). Make sure they update the squad list with the above-mentioned designations prior to submitting to Drug Free Sport for student-athlete selections.

- Contact NCAA crew chief assigned to the drug-testing event to discuss scheduling and other related items.
- Select the facilities required for the drug-testing station (see Time of Testing and Facilities on page 10).
- When requested by the crew chief, the site coordinator must supply fluids for student-athletes (see Collection Station Beverages on page 10).
- When instructed to do so by Drug Free Sport, receive drug-testing supplies from Federal Express and confirm receipt with Drug Free Sport. Review the delivery invoice to ensure the correct numbers of boxes were received. **Do not open supplies.**
- Receive testing roster via email from Drug Free Sport. Print a copy of the roster and give to the NCAA crew chief on test day. Please review the roster to ensure those student-athletes selected for testing are current members of the sport(s) teams with eligibility remaining.

- **Contact Drug Free Sport as soon as possible if there are any problems with the roster and/or notifying student-athletes.**
 - From the emailed roster, print year-round notification forms for each student-athlete selected and record the date, time and location of the drug test on the form.
 - **Make sure to schedule no more than 4-5 student-athletes every 15 minutes.**
 - Notify student-athletes to be tested and have them complete the notification forms immediately upon notification. The institution must notify student-athletes "in person or by direct telephone communication" of their selection for drug testing and the date, time and location of the drug test (NCAA Drug-Testing Protocol 5.7). The site coordinator must sign the notification form certifying the student-athlete was appropriately notified. The site coordinator can make a copy of the signed notification forms for the athlete to retain (optional). The original form must be given to the crew chief on test day. A copy of the year-round notification form is located in Part V.
 - **Inform student-athletes to bring photo identification to the test site on test day.**
 - **Remind student-athletes to refrain from using the restroom prior to reporting to the test.**
3. Day before test:
- If requested, meet with NCAA crew chief before testing. Provide crew chief with testing roster and drug-testing supplies (if necessary).
4. During the test:
- **The site coordinator must be available to the drug-testing crew at all times until the completion of the drug test.** If the site coordinator cannot be available the whole time, a designee must be appointed in the site coordinator's absence.
 - Give signed notification forms to the crew chief prior to the start of the test.
 - Show the NCAA drug-testing video (recommended)
 - Help maintain security, traffic flow and testing protocol in testing station. **Do not hire security personnel for this task.**
 - Help certify student-athletes identity.
 - Assist the crew chief during testing as needed.



5. After the test:

- Complete collector evaluation form at www.ncdfs.com and submit to Drug Free Sport.
- Complete and submit an institutional drug-testing invoice at www.ncdfs.com (optional). Site coordinators are eligible to receive an honorarium if institutional policy allows (see Invoicing and Crew Evaluation on page 15).

Note: The site coordinator is not responsible for making arrangements for laboratory analysis or transportation of the specimens; Drug Free Sport handles these processes.

The National Center for Drug Free Sport (Drug Free Sport)

1. On drug-testing notification day, send drug-testing notification to director of athletics, site coordinator and another designated institutional representative (if requested), via e-mail or fax as requested per the institution on www.ncdfs.com.
2. Receive current and accurate institutional squad lists, randomly select student-athletes for testing and provide the roster of selected student-athletes to the designated roster recipient.
3. When necessary, have supplies shipped to site coordinator.
4. Be available to advise and assist the site coordinator and crew chief throughout the testing event.

Crew Chief and Collection Crew

1. Drug Free Sport provides the crews for each drug-testing occasion. Crews are comprised of a crew chief and crewmembers, who assist the crew chief. Crew chiefs are independent contractors who are trained, certified sports drug-testing collectors. Each crew chief is responsible for training the collection crew.
2. The crew chief will make travel and lodging arrangements for his/her crew and may ask the site coordinator's assistance in selecting suitable accommodations. Crews will provide their own transportation.
3. Transportation of specimens to the laboratory and any supplies to Drug Free Sport are the responsibility of the crew chief. The crew chief may ask the site coordinator to return supplies to Drug Free Sport, if necessary.



Student-Athlete Selection

Student-athletes competing in any Division I and II sports are subject to year-round drug testing according to the provision of NCAA Drug-Testing Protocol 4.1.1.

Student-athletes may be selected on the basis of position, athletics financial-aid status,, national ranking, playing time, an NCAA-approved random selection or any combination thereof.

Division I Institutions

1. Every Division I institution will be drug tested at least once each academic year. An institution may be selected for testing more than once each academic year.
2. If an institution sponsors football, 18 football student-athletes plus eight student-athletes from at least one additional sport will be randomly selected for drug testing.
3. If your institution does not sponsor football, eight student-athletes from at least one sport will be randomly selected.

Division II Institutions

1. Every Division II institution is subject to drug testing.
2. Every Division II institution sponsoring football will be drug tested at least once each academic year. In addition to football, four student-athletes from one additional sport will be randomly selected for drug testing. An institution may be selected for testing more than once each academic year.
3. For institutions not sponsoring DII football, institutions will be randomly selected for drug testing. Institutions not sponsoring football will be selected at least once every two years.
4. If your institution sponsors a Division I sport, that sport(s) is subject to drug-testing under the Division I criteria. Therefore, eight (8) student-athletes from the Division I sport are subject to drug testing.



Division III Institutions sponsoring Division I sports

1. Every Division III institution sponsoring a Division I sport is subject to drug testing.
2. Eight (8) student-athletes from the Division I sport the institution sponsors will be randomly selected for drug testing.

Collection Station Beverages

1. NCAA drug-testing protocol states that liquids consumed in the collection station must be from previously unopened containers. Further, beverages must be free of caffeine, carbonation, alcohol and/or any NCAA banned substances (NCAA Drug-Testing Protocol 6.2.3).
2. All drinks must be provided in individual containers (bottles or cans). The crew chief will not allow gallon jugs or large containers of liquids in the collection station. Do not provide cups or any other drinking materials. They will be discarded.
3. The site coordinator may be asked to supply the beverages for the collection station. Prior to the testing event, discuss fluid needs with the crew chief and who will supply beverages.
4. Liquids consumed prior to the student-athletes arrival to the collection station are not the responsibility of the drug-testing crews.
5. Crew chiefs may permit student-athletes to drink directly from drinking fountains.
6. When requested, the site coordinator should provide no more than one to two, 12-ounce servings of fluid per student-athlete tested. The beverages are for those student-athletes having difficulty providing a specimen. **Site coordinators will be reimbursed up to \$1.20 per student-athlete tested.** The institutional drug-testing invoice **must be received within 30 days of the test date.** Invoices received by Drug Free Sport 30 days or more after the testing event will not be processed. A copy of the invoice is in Part V.



Time of Testing and Facilities

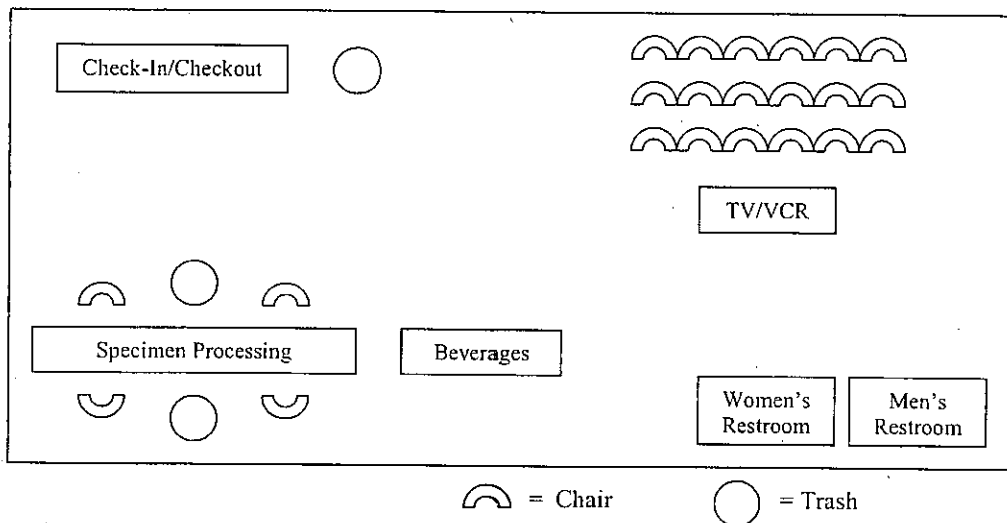
1. The site coordinator and crew chief must **mutually agree** on the testing time. The best time for testing is in the early morning.
2. Although most student-athletes provide a specimen in less than 20 minutes, adequate time should be given for facility reservation in the event that testing takes longer than expected.
3. The site coordinator is responsible for selecting the site for drug testing. Please consult with the crew chief or Drug Free Sport to make sure facility and location are adequate.
4. The site coordinator must ensure the security of the room(s). The testing area must have controlled access. Only those authorized by the crew chief will be allowed in the testing room. **Do not hire security personnel for this task.**
5. The room(s) should be available the evening before the event so that the crew can assemble the supplies if necessary. **During the testing event, the room(s) cannot be used for any function other than drug testing.**
6. Following set up, the room(s) should be locked with access restricted to the site coordinator and drug-testing crew only.
7. The space should be able to accommodate the movement of three crewmembers, student-athletes and site coordinator.
8. The testing area must have controlled access. Only those authorized by the crew chief will be allowed in the waiting area.
9. The site coordinator will supply the following materials for the testing area:
 - Two to three 6-8ft. tables
 - Three to four large trash containers
 - Twelve to 24 chairs
 - Telephone for crew use only
 - Beverages
 - TV and/or VCR (recommended)

The site coordinator should verify the setup with the crew chief.

10. The only access to the drug-testing area should be through the check-in/check-out area.
11. Fully equipped restrooms (for male and female athletes) should be in the testing area or close by. These restrooms must be secure and closed to others. Access to shower facilities is helpful.



12. The following drug-testing facility diagram should be used as a guide for the site coordinator.



Tips for Year-Round Testing

1. Sites will receive **no more than 48-hours notice** (often times only 24-hours).
2. Notification memorandums will be sent to institutions via fax or email, as requested by the institution on www.ncdfs.com. The notification memorandum will provide information regarding the upcoming drug-testing event, as well as indicate the sport(s) randomly selected for testing.
3. **To prevent inappropriate student-athlete selections, the institution must submit a current and accurate squad list being sure to identify student-athletes who have quit the team (Q), been cut from the team (C), exhausted eligibility (E), graduated (G), have a career-ending injury (M) or are not enrolled (NE).**

Non-qualifiers, partial qualifiers, redshirt, and academically ineligible athletes are subject to testing. If the letter "O" (other) is designated on your institution's squad list, please explain to Drug Free Sport or assign the student-athlete with one of the above designations.

4. After the school receives the list of student-athletes to be tested, contact Drug Free Sport **immediately** to report any problems. **Do not wait until the testing date.** All student-athletes selected must appear for drug testing unless arrangements are made with Drug Free Sport prior to the test date.



5. Most crews will be prepared to start testing first thing in the morning (i.e., 6 or 6:30 am). Student-athletes, crews and most athletic departments prefer an early morning drug test. The site coordinator and crew chief must mutually agree on the testing time. Schedule drug testing with the crew chief at the student-athletes' academic convenience. **However, do not expect crews to extend the testing more than a few hours.**
6. Site coordinators must assign testing times after conferring with the crew chief. In most cases, 26 student-athletes can be processed in about two hours. **Institutions MUST schedule no more than four to five student-athletes every 15 minutes.** At no time should all student-athletes arrive at the testing station at one time. If all student-athletes report to the testing station at once, the crew chief will not allow all athletes into the testing station.
7. Notify student-athletes to be tested. The site coordinator or designee must notify student-athletes "in person or by direct telephone communication" of their selection for drug testing and the date, time and location of the drug test (NCAA Drug-Testing Protocol 5.7).
8. Student-athletes selected for drug testing must sign an Year-Round Student-Athlete Notification Form. A copy of the notification form may be made and given to the student-athlete. Many institutions suggest student-athletes tape the notification form to their toilet at home to remind them not to urinate before going to drug testing.
9. Remind student-athletes to bring photo identification to the test site.
10. **Warn your athletes that over-hydration will increase the time they spend in the testing room.** The crew tests the specific gravity of the specimen; dilute specimens will delay the process. Too many fluids may cause an athlete to spend hours in the testing room until he/she provides an acceptable specimen.



Invoicing and Crew Evaluation

Institutional Drug-Testing Invoice (optional)

1. After an NCAA drug test, expenses may be submitted to Drug Free Sport using a drug-testing invoice. The invoice can be completed and submitted at www.ncdfs.com.
2. The invoice **must be received within 30 days of the test date**. Invoices received by Drug Free Sport 30 days after the testing event will not be processed.
3. The site coordinator should use this invoice to record expenses for beverages (when necessary) and site coordinator honorarium (if institutional policies allow).
4. Drug Free Sport **will not** reimburse the site coordinator or the institution for the following during year-round testing:
 - Courier/escort honorarium
 - Transportation
 - Set-up
 - Security
 - Food purchases
 - Parking passes for drug-testing crew
5. Upon approval by Drug Free Sport, payment will be issued to the site coordinator and/or institution (as directed by the site coordinator) approximately 30 days from receipt of invoice.
6. **The site coordinator must complete and submit an evaluation of the collection crew to Drug Free Sport before payment is issued.**
7. **Site Coordinator Honorarium Scale**

The following is the site coordinator honorarium for NCAA year-round drug tests:

Number of student-athletes tested	Honorarium
4-7	\$20
8-13	\$40
14 or more	\$60

No honorarium is provided for single drug tests.



Collection Crew Evaluation

1. The site coordinator (or designee) must complete the evaluation of the collection crew at www.ncdfs.com. **Drug Free Sport must receive this evaluation before drug testing related expenses (e.g., honorarium, beverages) are disbursed.**
2. You are encouraged to address any issues regarding the collection crew. **At no time will the collection crew receive a copy of the complete evaluation, although your concerns will be addressed.**



The following information should be used as a resource for NCAA institutions hosting an NCAA post-season championship.

Drug-Testing Personnel and Responsibilities

The following individuals will have responsibilities when NCAA drug testing is conducted at the championship your institution/organization is hosting.

Tournament Manager or designee

1. After hosting bid is accepted:
 - Appoint NCAA drug-testing site coordinator. The site coordinator is an individual from the host institution or sponsoring agency who is assigned to assist the NCAA drug-testing crew with the organizational aspects of the program and assist the crew chief during the drug testing.

The site coordinator at an NCAA championship may not concurrently serve in any other capacity during the championship (e.g., director of medical coverage).
 - Meet with site coordinator to explain drug-testing duties.
 - Meet with site coordinator to discuss proposed budget for championship drug-testing events.
 - Discuss drug-testing facility requirements with the site coordinator in the event drug testing occurs.
2. When notified drug testing will occur:
 - Receive drug-testing confirmation from Drug Free Sport.
 - Meet with site coordinator to finalize plans.
 - Submit the proposed budget to Drug Free Sport prior to the start of the championship.
 - **Keep testing information confidential at all times.**
3. At the pre-championship meeting:
 - Read the NCAA drug-testing statement if no NCAA committee representative or NCAA staff is present (see statement on page 23).



Site Coordinator

1. After hosting bid is accepted:
 - Meet with tournament director or designee to discuss duties and budget development in the event your institution hosts a NCAA championship where drug testing could occur.
 - Select the facilities required for the drug-testing station (Time of Testing and Facilities on page 20).
 - If necessary, obtain an attendant to secure the entrance to the drug-testing station and to monitor access.
 - If necessary, plan for student-athletes' local transportation to and from the event site to drug-testing area and back to site or student-athletes' housing. Vans are ideal for these situations.

2. When notified drug testing will occur:
 - Receive drug-testing confirmation from Drug Free Sport.
 - Read the NCAA Drug-Testing Program Booklet 2005-06
 - **Keep testing information confidential at all times.**
 - Meet with tournament director or designee to finalize drug-testing plans.
 - Contact NCAA crew chief assigned to the event.
 - Obtain names of NCAA crew from crew chief for event credentials (identification, tickets, parking passes, etc.).
 - The NCAA crew chief will make arrangements for the crew's transportation and housing. The crew chief may request the assistance of the site coordinator in these matters.
 - Fax Championship Drug-Testing Proposed Budget to Drug Free Sport at 816.502.9287. The proposed budget can be found in Part V of this manual.
 - Purchase any necessary beverages as budgeted after discussing the type and amount of fluids needed in testing room with the crew chief.
 - Select the number of couriers or escorts as recommended in the drug-testing notification.



- Arrange time for crew chief to meet with couriers or escorts prior to the start of the championship and throughout the championship, as needed.
 - The host institution may be asked to identify a collection site for institutions that have elected to test the next morning. This applies only to team competition that begins at 9 p.m. or later local time.
 - **When instructed to do so**, receive drug-testing supplies from Federal Express and confirm receipt with Drug Free Sport. Review the delivery invoice to ensure the correct numbers of boxes were received. **Do not open supplies.**
 - Contact Drug Free Sport as necessary.
3. Day before testing begins:
- Meet with NCAA crew chief. Provide crew chief with championship information (e.g., schedule of events, heat sheets, etc.) and drug-testing supplies (if necessary).
 - Issue event tickets and/or credentials, hospitality and parking passes to crew chief, couriers or escorts and other drug-testing personnel.
4. During the championship event:
- Assist crew chief during testing as instructed.
 - Assist in maintaining security and testing protocol in testing station.
5. After the championship event:
- Submit an Institutional Drug-Testing Invoice to Drug Free Sport within **30 days** following the championship to receive reimbursement for drug testing related expenses (optional). Invoices received after 30 days following the championship will not be processed. The invoice can be found in Part V of this manual.
 - The collection crew evaluation form should be completed and returned to Drug Free Sport upon completion of the testing event. Evaluations are located in Part IV of this manual. You are encouraged to address any issues regarding the collection crew. **At no time will the collection crew receive a copy of the complete evaluation, although your concerns will be addressed.**
 - Transportation of specimens to the laboratory and any supplies to Drug Free Sport is the responsibility of the crew chief. The crew chief may ask the site coordinator to send supplies back to Drug Free Sport if necessary.



- The site coordinator is not responsible for making arrangements for laboratory analysis of the specimens; Drug Free Sport handles this process.

NCAA Championships Staff

1. Receive drug-testing notification from Drug Free Sport no sooner than seven days before the scheduled testing event.
2. **Keep testing information confidential at all times.**
3. Discuss testing protocol and logistics with Drug Free Sport as needed.
4. Contact tournament manager, if necessary.
5. Read NCAA drug-testing announcement at any pre-championship coaches meeting.
6. If testing will not be conducted at your assigned championship, notify tournament managers of such, no sooner than seven days before the scheduled testing event.

The National Center for Drug Free Sport (Drug Free Sport)

1. Inform NCAA championships staff if drug testing will occur.
2. If testing will be conducted, send confirmation memorandum to crew chief, site coordinator, tournament manager and NCAA championships staff.
3. Ship supplies to site coordinator.
4. If necessary, contact NCAA championships staff to finalize plans.
5. Receive and approve proposed site drug-testing budget prior to testing event.
6. Be available to drug-testing crew and NCAA championship staff as needed.

Crew Chief and Collection Crew

1. Drug Free Sport provides the crew for each drug-testing occasion. Crews are comprised of a crew chief and crewmembers, who assist the crew chief. Crew chiefs are independent contractors who are trained and certified sports drug-testing collectors. Each crew chief is responsible for selecting and training their crewmembers.
2. The crew chief will make housing arrangements for his/her crew and may ask the site coordinator's assistance in obtaining suitable accommodations. Crews will provide their own transportation.
3. Discuss drug-testing logistics with site coordinator once notification has been provided.



Collection Station Beverages

1. NCAA Drug-Testing Protocol 6.2.3 states that liquids consumed in the collection station must be from previously unopened containers. Further, beverages must be free of caffeine, carbonation, alcohol and/or NCAA banned substances.
2. All drinks must be provided in individually packaged containers. The crew chief will not allow gallon jugs or large containers of liquids in the collection station. Do not provide cups or any other drinking materials. They will be discarded.
3. The site coordinator may be asked to supply the beverages for the collection station. Prior to the testing event, discuss fluid needs with the crew chief and who will supply beverages.
4. Liquids consumed outside the collection station are not the responsibility of the drug-testing crews.
5. Crew chiefs may permit student-athletes to drink directly from drinking fountains.
6. For championship drug-testing events, the site coordinator should provide no more than two to three 12-ounce servings of fluid per student-athlete tested.
7. Drug Free Sport will reimburse the site coordinator and/or institution for beverages listed on the proposed budget and the drug-testing invoice. An Institutional/Host Drug-Testing Invoice (with receipts) must be submitted to Drug Free Sport within 30 days of the testing event. A copy of the invoice can be found in Part V of this manual.

Time of Testing and Facilities

1. At NCAA team championship events, when competition begins at 9 p.m. or later local time, both teams may elect to test the next morning. Immediately after competition, the crew chief and the involved institution must mutually agree on the time of the drug test. All other drug testing will be conducted immediately after championship competition. For next-morning testing, the drug-testing facility will be at the team hotel(s) or a site designated by the institutions in consultation with the NCAA crew chief.
2. At NCAA individual championship events, testing could occur at any time following the first event and may conclude many hours after the last event of the championship.
3. Although most student-athletes provide a specimen in less than 20 minutes, adequate time should be given for facility reservation in the event that testing takes longer than expected.



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Championship Testing

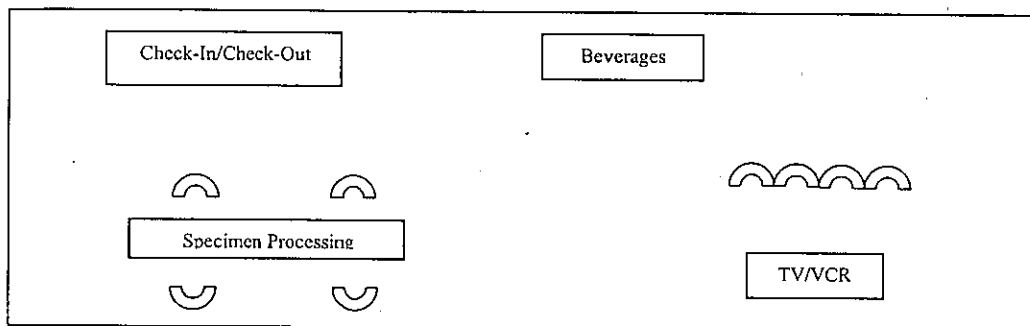
4. The site coordinator is responsible for selecting a site for drug testing. A room in the same facility as the event should be obtained. Two facilities or a divided facility must be available for all team championships (i.e., baseball, basketball, bowling, field hockey, football, ice hockey, lacrosse, soccer, softball, volleyball and water polo), inasmuch as the NCAA tests winning and losing teams. **At Division I men's and women's basketball sites, the host must secure separate facilities for each team.**
5. The site coordinator must ensure the security of the room(s). Only those authorized by the crew chief will be allowed in the waiting area.
6. The room(s) should be available the evening before the event so that the crew can assemble the necessary supplies. The room(s) cannot be used for any function other than drug testing.
7. Following set-up, the room(s) should be locked with access restricted to the site coordinator and drug-testing crew only. The testing room must have controlled access. Only those authorized by the crew chief will be allowed in the testing room.
8. If practical, provide access to a telephone for the crew chief and a television and a VCR for student-athletes who remain in the collection station for an extended period of time. If a telephone is not in the testing room, the crew chief must have convenient access to one.
9. The space should be able to accommodate the movement of up to seven crewmembers, 15 or more student-athletes and any witnesses.
10. The site coordinator will supply the following materials for the testing area. These numbers could increase or decrease depending on the championship.
 - Two 6-8ft. tables (or more depending on championship size)
 - 12 to 24 chairs
 - Beverages
 - 4 or 5 large trash containers
 - Telephone for crew use only
 - Television and VCR (recommended)
11. **The specimen collection area should have fully-equipped restrooms (for male and female athletes) adjacent to the waiting area if possible or close by.** These restrooms must be secure and closed to others. Access to shower facilities is helpful.
12. The only access to the drug-testing area should be through the check-in/check-out area.



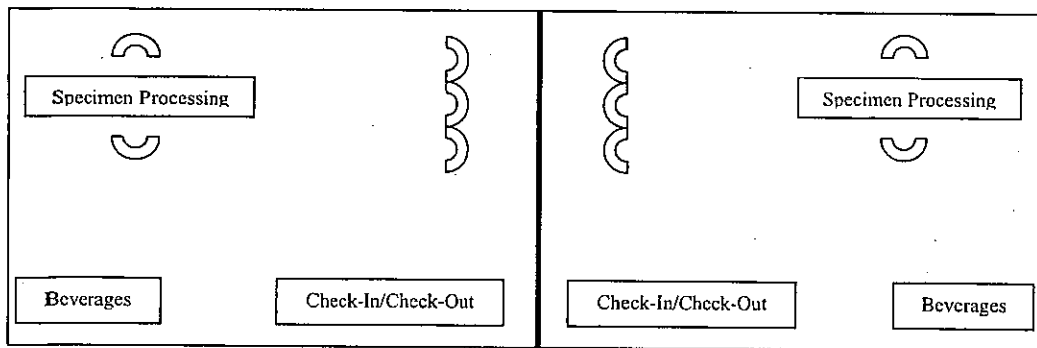
13. The following drug-testing facility diagram should be used as a guide for the site coordinator.

For **team championships**, two testing facilities or a large single facility divided into halves will be needed.

Single Testing Facility



Divided Testing Facility



14. The site coordinator or representative from the host institution cannot leave the championship venue until all student-athletes have been tested.



Pre-Championship Meetings

The NCAA staff liaison, NCAA sport committee member or tournament manager will read a statement to participating coaches and institutional representatives at all NCAA championships regarding NCAA drug-testing.

The statement will not indicate whether testing will take place. Student-athletes and coaches should be aware that post-event drug testing is always a possibility and should plan travel accordingly. **At no time should participating institutions be advised of drug testing occurring or not occurring.**

The NCAA drug-testing crew chief or the Drug Free Sport staff member will not be present at the pre-championship meeting for coaches and institutional representatives.

In addition to reading the statement at team championships, the following information must be provided to the site coordinator at the end of the meeting:

- The name of an individual who will be responsible for assisting the drug-testing crew with notifications should testing occur.
- An Official Party Gate List or comparable list for student-athlete selection, clearly indicating those who are student-athletes.

If drug testing does not occur, the information should be discarded.

If drug testing occurs, the site coordinator will be responsible for providing this information to the crew chief.

Drug-Testing Statement

To be read by NCAA championships committee member or NCAA championships staff:

NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events.

Although knowing prior to competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.

Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please note that no student-athlete will be escorted to NCAA drug testing without the knowledge of an official, credentialed representative from that student-athlete's institution.



Credentials, Tickets and Parking Passes

1. The NCAA/host institution will provide credentials to be worn by the drug-testing crew chief and the crew members allowing complete access during NCAA championships with the exception of the following:

- Division I baseball (College World Series only)
- Division I men's basketball
- Division I women's basketball
- Division II men's basketball (Elite Eight only)
- Division I-AA football (championship game only)
- Division I ice hockey (semifinals and final only)
- Division I men's lacrosse (semifinals and final only)
- Division I indoor and outdoor track and field
- Division I softball (Women's College World Series only)
- Division I women's volleyball (semifinals and final only)
- Division I wrestling

For these events, the host institution or the NCAA will provide an additional or limited credential to be worn.

2. These credentials allow the crews and couriers/escorts to move freely from the point of notification to the collection area.
3. The host institution will provide parking passes for the drug-testing crew. The parking passes are only valid the days drug testing will occur.

Procedures for Division I Men's and Women's Basketball Championship

Credentials and Tickets

Nine (9) all-access credentials and tickets will be provided to the drug-testing crew at each preliminary-round of competition: first and second rounds and regionals. (This includes five crew, two escorts, one site coordinator and a staff member from Drug Free Sport).

The credentials are good for admission only on the days when drug testing will occur at the facility. The credentials and tickets (when necessary) will be issued by the tournament manager at each site **prior to start of the championship.**

Seating

For the preliminary-round sites, members of the drug-testing crew will be seated in the Non-Playing Participant or overflow media seats, if available, **only on the day testing occurs.**



Final Four

Contact Drug Free Sport for information about credentials and tickets for the drug-testing crew at the Final Four.



Individual Championships and Courier Selection

1. The individual championship drug-testing program provides for a courier system to facilitate the notification of student-athletes selected for drug testing at individual championships. **The site coordinator must obtain couriers for this important aspect of the program.**
2. Included in this manual is a list of courier responsibilities. The courier is responsible for notifying the student-athlete of selection for drug testing and remaining with that individual until they report to the collection station. At this point, the courier is released. Although this sounds like an easy task, the success of the drug-testing program relies on the courier's ability to follow the directions of the crew chief.
3. Couriers should be:
 - Mature individuals (e.g., other students, campus groups/community volunteers, etc.).
 - Able to conduct themselves in a professional manner.
 - Physically able to keep up with the athlete.
 - It is preferable that the courier is the same gender as the student-athlete but it is not mandatory.
4. The crew chief will meet with the couriers before the event; the site coordinator should contact the crew chief to schedule this time. All couriers must be available for this meeting.
5. Drug Free Sport will pay the host institution \$10 per student-athlete notified. The site coordinator will reimburse the couriers accordingly.
6. Use the Sport Drug-Testing Plan on page 29 to determine the number of couriers needed for individual championships. The time spent serving as a courier differs with each championship.

NOTE: Couriers are utilized at individual championships only; escorts are utilized only at team championships.



Individual Championships and Courier Responsibilities

1. The NCAA drug-testing courier plays a vital role in the implementation of the drug-testing program. The individual must be mature enough to handle the responsibilities of the position and be prepared to make a time commitment for the duration of testing. It is preferable that the courier be the same gender as the student-athlete being tested.
2. Prior to the start of the championship, all couriers must meet with the crew chief to receive directions and assignments.
3. The courier will receive an Individual Championship Student-Athlete Notification Form to present to the student-athlete upon notification. The courier prints his or her name on the form.
4. The courier, according to the directions of the crew chief, will notify the student-athlete that he or she has been selected to participate in the drug-testing program. The courier prints the time of notification on the form. (Note: It is helpful for couriers to have watches.)
5. The student-athlete will be handed an Individual Championship Student-Athlete Notification Form by the courier. The notification form will instruct the student-athlete to accompany the courier to the collection station within **one hour** unless otherwise directed by the crew chief or designate. Student-athletes who are scheduled to compete in additional events will either be instructed to defer testing until completion of his/her final event of that session, of that day or to defer until completion of his/her final event of the championship.
6. The courier will allow the student-athlete to read and sign the notification form.
7. The courier will allow the student-athlete to obtain a witness to accompany him/her to the testing site.
8. Within the allotted 60 minutes, the student-athlete must report to the press area and awards ceremony, if necessary. **The courier must remain in visual contact with the student-athlete at all times.**
9. Couriers will accompany the student-athlete to the testing site and remain there until the student-athlete signs the testing roster and is released by the NCAA crew chief or designate.
10. The courier may be asked to repeat this process more than once throughout the championship.
11. Encourage couriers to dress professionally.



Team Championships and Student-Athlete Notification

1. If testing is conducted at team championships, each team will be tested post-game.
2. At NCAA team championship events, immediately after any established cool-down period, a crewmember will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form (not included in this manual). The notification form will instruct the student-athlete to report to the collection station within **one hour**, unless otherwise directed by the crew chief or designate.
3. An official institutional representative must be in the collection station to certify the identity of the student-athletes selected. The institutional representative must remain in the collection station until all student-athletes have reported.
4. One escort will be assigned to each team for the purpose of directing and/or "escorting" the student-athletes and the institutional representative to the testing facility.
5. Use the Sport Drug-Testing Plan on page 29 to determine a sport's testing plan and the number of escorts needed for team championships. The time spent serving as an escort differs with each championship.
6. At NCAA team championship events, when competition begins at 9 p.m. or later local time, institutional representative have the option to defer testing until the next morning.
7. Time of testing (i.e., post-game or next morning) for student-athletes will be established by the institutions in consultation with the drug-testing crew chief immediately after the game.
8. An official institutional representative must be in the collection station at any next-morning testing to certify the identity of the student-athletes selected for testing.
9. The host institution will be responsible for establishing collection sites for any next-morning tests if asked by the drug-testing crew chief.



2005-06 All Sport Drug-Testing Plan

All Sports, DI (Year-Round)

tested: 8
Test Plan: Random or according to protocol.

All Sports, DII (Year-Round)

tested: 4
Test Plan: Random or according to protocol.

Baseball (All Divisions)

tested: Based on # of teams at site
Test Plan: 6 random from each team
Escorts: 1 per team

Basketball, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 4 random from each team
Escorts: 1 per team

Bowling, Women

tested: 16
Test Plan: 2 random from each team
Escorts: 1 per team

Cross Country (DI)

tested: 10 men, 10 women
Test Plan: Top 3 plus 7 at random
Couriers: 20

Cross Country (DII)

tested: 6 men, 6 women
Test Plan: Top 3 plus 3 at random
Couriers: 12

Cross Country (DIII)

tested: 9 men, 9 women
Test Plan: Top 3 plus 6 at random
Couriers: 18

Field Hockey (All Divisions)

tested: Based on # of teams at site
Test Plan: 5 random from each team
Escorts: 1 per team

Fencing (NC, Co-ed)

tested: 12
Test Plan: 3/day at random
Couriers: 3/day

Football, DI (Year-Round)

tested: 18
Test Plan: 18 random
(16 grant-in-aid; 2 non-grant-in-aid)

Football (DI-A at certified bowl games)

tested: 36
Test Plan: 18 random from each team
Escorts: None

Football (DI-AA, II, III)

tested: 24
Test Plan: 12 random from each team
Escorts: 1 per team

Golf, M/W (All Divisions)

tested: 8
Test Plan: 2/day at random
Couriers: 2/day

Gymnastics, Men (NC)

tested: 8
Test Plan: 4/day at random
Couriers: 4/day

Gymnastics, Women (NC)

tested: 15
Test Plan: 5/day at random
Couriers: 5/day

Ice Hockey, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 5 random from each team
Escorts: 1 per team

Lacrosse, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 7 random from each team
Escorts: 1 per team



Rifle (NC, Co-ed)

tested: 12
Test Plan: 4/day at random
Couriers: 4/day

Rowing (DI)

tested: 30
Test Plan: 10 random each day
Couriers: 10/day

Rowing (DII)

tested: 9
Test Plan: 3 random each day
Couriers: 3/day

Rowing (DIII)

tested: 15
Test Plan: 5 random each day
Couriers: 5/day

Skiing (NC)

tested: 12 male, 12 females
Test Plan: 3 males, 3 females per day at random
Couriers: 6/day

Soccer, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 5 random from each team
Escorts: 1 per team

Softball (All Divisions)

tested: Based on # of teams at site
Test Plan: 5 random from each team
Escorts: 1 per team

Swimming, M/W (DI & DIII)

tested: DI-57; DIII-55
Test Plan: Winner and 1 at random from individual events; winning team and 1 at random from relays after athletes last event of that session.
Couriers: Based on event schedule;
Contact Drug Free Sport

Swimming, (DII, Co-ed)

tested: 108
Test Plan: Winner and 1 at random from individual events; winning team and 1 at random from relays after athletes last event of that day.
Couriers: Based on event schedule;
Contact Drug Free Sport

Tennis, M/W (All Divisions)

tested: Based on # of test days
Test Plan: 3/day at random
Couriers: 3/day

Track, Indoor (Co-ed)

tested: DI – 80, DII – 72, DIII – 68
Test Plan: Winner and 1 at random from individual event; winning team and 1 at random from relay after athlete's last event of that day
Couriers: Based event schedule;
Contact Drug Free Sport

Track, Outdoor (Co-ed)

tested: DI – 96, DII – 98, DIII – 96
Test Plan: Winner and 1 at random from individual event; winning team and 1 at random from relay after athlete's last event of that day
Couriers: Based event schedule;
Contact Drug Free Sport

Volleyball, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 3 random from each team
Escorts: 1 per team

Water Polo, M/W (All Divisions)

tested: Based on # of teams at site
Test Plan: 4 randoms from each team
Escorts: 1 per team



Wrestling (DI)

tested: 40

Test Plan: Winner and 3 at random from each weight class after final participation in championship.

Couriers: Based event schedule;
Contact Drug Free Sport

Wrestling (DII)

tested: 20

Test Plan: Winner and 1 at random from each weight class after final participation in championship.

Couriers: Based on event schedule;
Contact Drug Free Sport

Wrestling (DIII)

tested: 30

Test Plan: Winner and 2 at random from each weight class after final participation in championship.

Couriers: Based on event schedule;
Contact Drug Free Sport



Proposed Budget, Invoicing and Crew Evaluation

Proposed Budget

1. IMMEDIATELY upon being notified by Drug Free Sport that drug testing will occur at your site, complete the drug testing proposed budget form (see Part V of this manual) and fax to **816.502.9287** or **816.474.7329**.
2. The following should assist you in developing your budget:
(In most instances, materials and services can be obtained without charge.)
 - Honorariums.
The site coordinator will receive \$60 per testing day if institutional policy allows. **At individual championships**, courier(s) will be paid \$10 per student-athlete notified. **At team championships**, escorts will be paid \$10 per team escorted. Drug Free Sport will pay the institution or site coordinator the courier/escort honorarium. It will be up to the institution or site coordinator to pay the courier/escort.
 - Beverages.
Beverages to be purchased for the drug-testing station should be included in your budget. Receipts for beverages must accompany the invoice after the championship.
 - Rental of Equipment.
If it is necessary to rent tables and chairs, or if there is a rental charge on the room selected for the station, these expenses may be included in the budget. Itemize any expenses. The site coordinator may be asked to supply a VCR and monitor for the drug-testing station. This equipment will be used when showing the drug-testing videotape at a time and location decided upon and publicized by the site coordinator. If a rental expense will be incurred, this can be included in the budget. Equipment rental must be itemized and receipts must accompany the invoice after the championship.
 - Transportation to and from collection station.
If the drug-testing collection station is located away from the event site (a situation that should be avoided if possible), transportation from the event site to the collection station must be furnished for the drug-testing crew and student-athletes. Also, for some championships, transportation for student-athletes to their housing following drug testing may have to be provided to ensure all arrive at their destination. Transportation expenses must be itemized and receipts must accompany the invoice after the championship.
3. Drug Free Sport will either approve as submitted or make necessary changes to the proposed budget and fax back to the site coordinator.

Championship Testing

Institutional Drug-Testing Invoice (optional)

1. After an NCAA in-competition (championship) drug test, appropriate expenses must be submitted on the Institutional/Host Drug-Testing Invoice (see Part V of this manual). It **must** be completed with actual expenses and returned to Drug Free Sport with receipts for any reimbursement following the event. The invoice and receipts can be faxed to **816.502.9287 or 816.474.7329**.
2. The site coordinator should refer to the approved budget when preparing the drug-testing invoice.
3. **Drug Free Sport does not reimburse for the purchase of food at drug testing events.**
4. **Invoices must be received at**

WHOLLY EXEMPT
PURSUANT TO FERPA & HIPAA

INVENTORY NUMBERS:
FON-051-IA to FON-060-IA

WHOLLY EXEMPT
PURSUANT TO FERPA

INVENTORY NUMBERS:
FON-061-IA to FON-070-IA

WHOLLY EXEMPT
PURSUANT TO FERPA

INVENTORY NUMBERS:
FON-071-IA to FON-074-IA

WHOLLY EXEMPT
PURSUANT TO FERPA

INVENTORY NUMBERS:
FON-075-IA to FON-082-IA

WHOLLY EXEMPT
PURSUANT TO FERPA

INVENTORY NUMBERS:
FON-083-IA to FON-092-IA

**UNIVERSITY OF WASHINGTON
INTERCOLLEGIATE ATHLETIC DEPARTMENT
SUBSTANCE ABUSE EDUCATION AND PREVENTION POLICY**

I. INTRODUCTION

The University of Washington Department of Intercollegiate Athletics ("ICA") hereby adopts this Substance Abuse Education and Prevention Policy ("Policy") because abuse of alcohol, illegal substances, performance-enhancing drugs, and certain dietary supplements by student-athletes:

- A. Is detrimental to the physical and psychological well being of the student-athlete no matter when such usage should occur during the year;
- B. Can seriously interfere with the health and performance of individuals as students and as athletes and may be a danger to their life and health;
- C. May be dangerous to the life and health of the student-athlete and his/her teammates, particularly with regard to participation in athletic competition or practice; and
- D. Compromises the integrity of university-level athletic competition.

This Policy has several components. First there is an education component that is focused on dissemination of information and prevention. Second there is a voluntary program that emphasizes counseling, rehabilitation and deterrence. Athletes may be required to undergo urine testing when they are enrolled in the voluntary program. Third, there is a testing program based on a finding of Probable Cause. Probable Cause is defined in Section II, Paragraph A of this Policy. When mandated by ICA, athletes are required to participate in urine testing if ICA finds there is Probable Cause to believe a student-athlete is abusing a Prohibited Drug or the student-athlete consents to testing.

Participation in intercollegiate athletics is a privilege not a right. Accordingly, all student-athletes granted the privilege to participate in intercollegiate athletics at the University of Washington must agree in writing to abide by this Policy. Any student-athlete failing to abide by this Policy will be subject to the requirements and/or sanctions set forth in this Policy. ICA is committed to this Policy and its required drug education, testing and counseling/rehabilitation and expects all ICA members, including all student-athletes, to be equally concerned and involved.

II. DEFINITIONS

- A. Prohibited Drug. The term "Prohibited Drug" as used herein shall mean all illegal substances identified in the Washington State Controlled Substances Act including but not limited to amphetamines, barbiturates, cocaine, methaqualudes, opiates (including morphine and codeine), PCP ("angel dust") and its analogues, tetrahydrocannabinol

(THC) (including marijuana). The term also includes performance-enhancing substances such as anabolic steroids and all drugs listed on the "Banned Drugs" list produced by the NCAA (this includes dietary supplements, such as ephedrine).

B. Student-Athlete. The term "student-athlete" means all student participants in recognized intercollegiate sports.

C. Probable Cause. The term "Probable Cause" shall be applied by the University in accordance with the law of the State of Washington and of the United States.

1. For purposes of explicating the standard which the University uses, the University sets forth the following criteria, anyone of which may be sufficient on its own to constitute "probable cause":

- a. Direct observation of Prohibited Drug use;
- b. The statement of a reliable informant that provides reasonable grounds to believe a student-athlete has used Prohibited Drugs;
- c. Significant changes in behavior patterns, including changes in athletic or academic performance, which are consistent with the use of, Prohibited Drugs;
- d. Physical, mental, behavioral or emotional symptoms of Prohibited Drug use;
- e. Police or court determination of probable cause that the student-athlete has used Prohibited Drugs, if University testing will occur within a time frame sufficiently related to the suspected drug use such that the drug test may reliably confirm the police or court-suspected use.

2. Probable Cause may be established by a demonstrated history of use of Prohibited Drugs, either through prior convictions for drug use or prior positive tests for Prohibited Drugs through the University's, the NCAA's or any other reliable testing program.

3. With regard to anabolic steroids, Probable Cause may be found if the student-athlete has significant unexplainable weight gain or muscle buildup, unusually aggressive behavior, or physical symptoms consistent with the use of anabolic steroids.

4. With regard to the use of over-the-counter drugs and dietary supplements, a student-athlete may be tested for use of such, upon a finding of Probable Cause that the student-athlete is using over-the-counter drugs or dietary supplements to a degree where the student-athlete's physical or mental well being is jeopardized or impaired. Observing physical or behavioral characteristics indicating such drug use develops probable cause.

III. PURPOSE OF THE SUBSTANCE ABUSE EDUCATION AND PREVENTION PROGRAM

The purpose of this Policy is not to interfere unduly with the private lives of the student-athletes, but to:

- A. Educate University of Washington student-athletes about the problems associated with drug use and abuse in general, and how drug use may affect the athlete and his/her teammates health and safety in particular.
- B. Provide a fair and drug-free forum for all athletic participation by assuring that participants are physically and mentally fit for the rigors of intercollegiate athletic competition. This is consistent with Pac-10 Conference and NCAA policies.
- C. Provide reasonable safeguards assuring that every student-athlete is medically competent to participate in athletic competition, thereby minimizing the risks of serious injury to the student-athletes and his/her teammates.
- D. Discourage substance abuse and assist the student-athlete in adhering to NCAA restrictions regarding banned substances.
- E. Identify any student-athlete who may be using Prohibited Drugs and to identify the substance.
- F. Encourage rehabilitation of any student-athlete identified as using Prohibited Drugs and to assist the student-athlete in exploring rehabilitation alternatives so that drug dependency may be addressed and treated.

While ultimate decisions with reference to drug usage and/or substance abuse are dependent upon the interests, values, motivations, and determinations of the individual, ICA believes and hopes that this Policy will help the men and women who participate in intercollegiate athletics at the University of Washington, and who represent the University in various areas of athletic competition, to be better students and better athletes, and to be better able to make individual, informed, and intelligent decisions with reference to drug usage, both now and in the future.

Student-athletes and parents or legal guardians are encouraged to ask questions or make suggestions about the Program at any time. Athletes may be asked to participate in on-going reviews and revisions to the Program.

IV. PROHIBITIONS

Student-athletes are absolutely prohibited from using a "Prohibited Drug" as that term is defined in Section II, Paragraph A of this Policy. The sole exception to this is use of a Prohibited Drug for a medical need that is supervised by a physician and approved by a team physician.

In the event a student-athlete is required to use a Prohibited Drug for medical reasons under the supervision of a physician, the student-athlete must report this use to his/her coach and/or athletic trainer. The coach/trainer will consult with the head trainer and/or the team physician to determine whether the student-athlete may safely practice or compete while using this drug. The team physician will make the final decision whether the student-athlete practices or competes.

Student-athletes are absolutely prohibited from competing, practicing or training while under the influence of Prohibited Drugs or alcohol. If ICA has Probable Cause to believe, as determined by ICA with legal advice from the Attorney General's Office, that a student-athlete is participating while under the influence of Prohibited Drugs or alcohol, the student-athlete may be required to provide a urine sample for testing. Failure to comply with the testing process may result in immediate suspension from athletic participation

The unlawful use of alcohol by student-athletes is absolutely prohibited by the University. In addition, coaches may make specific rules regarding the lawful use of alcohol that apply to the coach's team. Nothing in this program limits the ability of the coaches to enforce rules concerning abstinence from alcohol.

V. EDUCATION

A. Objectives

1. To provide specific information to student-athletes as to the physiological and psychological affects which certain drugs, nutritional supplements and alcohol have on their bodies.
2. To encourage discussion about any questions the student-athletes may have about substance abuse, dietary supplements, and alcohol usage.
3. To discuss the detrimental effects which certain drugs have upon athletic abilities.
4. To counsel individual student-athletes who have knowledge of, or may themselves be experiencing, substance abuse.
5. To deter student-athletes from substance abuse based upon their own educated choice.

B. Distribution of Copy of Policy

At the beginning of each academic year a presentation will be made to all student-athletes at the University of Washington that outlines and reviews this Policy, its purposes and its implementation. A copy of this Policy shall be provided to each athlete; a copy will also be mailed to parent(s)/legal guardian(s) if the athlete is under 18 years of age. Student-athletes shall sign an acknowledgment form indicating that they have received a copy of the Policy.

C. Additional Educational Materials and Processes

1. One major presentation shall be made each year to each athletic team relating to the specific effects that drugs and alcohol have upon the human body.
2. Additional educational presentations may be held throughout the year. These programs will be announced to student-athletes as they are scheduled, and attendance of student-athletes may be mandatory.
3. The NCAA's poster series shall be utilized to focus attention of athletes upon the dangers of substance abuse. These posters shall be displayed in various locations throughout the facilities.
4. Student-athletes are encouraged to seek information, assistance and counseling through the full-time athletic training staff, the team nutritionist, a team physician, or through the Hall Health Center, or by consultation with a Sports Administrator
5. Specific presentations may be made available by experts on certain banned substances and their effects on athletes, both personally and regarding potential disqualification from NCAA and USOC sponsored competition.

VI. VOLUNTARY DISCLOSURE TESTING
PROGRAM (AMNESTY)

A. A student-athlete may disclose use of Prohibited Drugs and avoid the penalties of a "first positive test result" (see Section IX) by participating in a voluntary counseling and urine screen program. A student-athlete who wishes to exercise this option should meet with the appropriate sports administrator and make such disclosure.

B. In conjunction with the team physician, the sports administrator will refer the student-athlete to a psychologist or counselor to assist the student-athlete in abstaining from Prohibited Drug use. An initial urine test will be conducted. The counselor will review the level of drug or drug metabolite in the initial test of the student-athlete, and will determine an appropriate period of testing during which positive results for the declared drug will not, except as provided below, be reported to ICA. This is to allow sufficient time for the declared drug to leave the student-athlete's system. Any increase in the drug or drug metabolite found in the student-athlete's urine which is inconsistent with abstinence will be reported to Head Trainer and could be considered a "first positive test result." After this initial period, frequent urine samples will be required of the student-athlete to provide certainty that the student-athlete is not practicing or competing under the influence of Prohibited Drugs. The counselor working with the student-athlete will set the testing schedule. All counseling between the student-athlete and the counselor or psychologist will remain confidential; however, certain test results will be disclosed to the Head Trainer, and possibly a Head Coach, if they indicate a student-athlete is not abstaining from the use of Prohibited Drugs.

C. This option is available to a student-athlete on a one-time basis during his/her participation in intercollegiate athletics at the University of Washington. This voluntary

disclosure program can be invoked by a student-athlete at any time unless ICA has Probable Cause to test and requires a test.

D. Participation in this program will not negate any test results or consequences due to NCAA testing.

E. Student-athletes who fail to complete this voluntary program are subject to the consequences and penalties that apply after a First Positive Test Result.

F. Unless otherwise requested by a student-athlete, the student-athlete's head coach will be notified that the student-athlete has enrolled in the voluntary program.

VII. PROBABLE CAUSE TESTING PROGRAM

Urine testing for Prohibited Drugs may be required upon a finding of Probable Cause by ICA, with legal advice from the Attorney General's Office. Failure to comply with the testing process may result in immediate suspension from athletic participation. Probable Cause will be determined as set forth in Section II, Paragraph C herein. Testing Procedures are outlined below in Section VIII and the consequences and penalties for positive test results are set forth in Section IX.

The probable cause and sanctions program will also be used when a student-athlete consents to drug testing but does not wish to participate in the voluntary testing program set forth in Section VI of this policy.

In the event a student-athlete consents (in writing) to a urine test for prohibited drugs and declines participation in the Voluntary Testing Program, then such tests will be completed in accordance with the process established in Section VIII and the consequences and penalties for positive test results shall be as set forth in Section IX.

VIII. TESTING PROCEDURES

A. Applicability. The Probable Cause testing (Section VII) and Voluntary Testing Program testing (Section VI) will follow these testing procedures.

B. Notification of Testing

1. Testing based on Probable Cause or Consent. Whenever ICA determines there is Probable Cause to test for Prohibited Drugs, or the student-athlete consents to testing, the student-athlete will be notified by phone or in person by the Athletic Director or the appropriate sport administrator that the student-athlete must provide a urine sample and when and where the testing will take place. The student-athlete's head coach will be informed of the testing and appropriately involved in discussions regarding testing. If a student-athlete is under the age of 18 his/her parents or legal guardian shall be notified of the testing.

2. Voluntary Disclosure Testing Program (amnesty). Section VI of this Policy outlines a program for allowing student-athletes to self disclose use of Prohibited Drugs. Under this program the student-athlete is referred to a psychologist/counselor. The psychologist/counselor will coordinate testing and notify the student-athlete of the time and place where testing will take place. Unless otherwise requested by a student-athlete, the student-athlete's head coach may be notified that the student-athlete has enrolled in the voluntary program and is being tested.
- C. Collections Screening and Analysis. An entity external to ICA (including but not limited to private companies or UW Medicine) will supervise the collections, screening, and analysis of a samples received from student-athletes. If there is any evidence of tampering, including but not limited to the use of a masking agent, ICA reserves the right to require a retest. Any known tampering may result in sanctions including suspension or removal from a team.

IX. TESTING RESULTS AND CONSEQUENCES/PENALTIES

- A. Failure to Comply. Failure to comply with required testing may result in sanctions including, but not limited to, suspension or removal from the team.
- B. Positive Test Definition. A drug screening test will be considered positive once the "confirmation" or second test has been completed from the same specimen and confirms the results of the initial test. A positive test is defined as a test which indicates, in the opinion of the external testing entity performing the testing, that a student-athlete has used a Prohibited Drug based on traces of that drug detected in the student-athlete's urine specimen. A drug screening test will also be considered positive if it is discovered by the external testing entity that the provided urine sample has been altered or where foreign substances have been added to the sample in an effort to destroy or disguise traces of Prohibited Drugs.
- C. Consequence of First Positive Test. Upon receipt of a first positive test result the following occurs:
1. The Athletic Director, Sports Administrator or Head Athletic Trainer will inform the student-athlete of the positive test result.
 2. The student-athlete may be suspended from participation until arrangements have been made for items "3" - "5" set forth below. Additional suspension time may be imposed to correspond with the treatment plan advised by the Counselor. ICA may impose other sanctions including but not limited to Community Service hours, additional physical conditioning (within NCAA limitations), required attendance at educational programs, required meetings with ICA staff, and revocation or reduction in financial aid in accordance with applicable NCAA rules.
 3. The student-athlete may be required to participate in a conference with his/her parent(s) or legal guardian(s) and Athletic Department staff which may include the Athletic Director, Sports Administrator, the Head Trainer and the Head Coach.

4. The student-athlete must participate in counseling as directed by a substance abuse counselor.
5. The student-athlete must participate in periodic urine testing for drugs throughout a predetermined period. The schedule for obtaining urine samples for these tests will not be known to the athlete. Results of testing will be provided to the Athletic Director, Associate Athletic Director and/or the Head Athletic Trainer. A positive test result will be considered a second positive and will have the consequences set forth in Paragraph D below.
6. The student-athlete may seek reinstatement to the team at the conclusion of the suspension period. The Sports Administrator in consultation with the Head Coach will decide whether the student-athlete should be reinstated.

D. Consequence of Second Positive Test Result. Upon receipt of a second positive test result, the following occurs:

1. The student-athlete will be suspended from competition for a period of 12 months from the date of the second positive test finding.
2. The parent(s)/legal guardian(s) of a student-athlete who is under 18 years of age will participate in a conference which may include the Athletic Director, Sports Administrator and/or the Head Athletic Trainer to discuss the positive result and the suspension.
3. All other rules and stipulations associated with a first positive finding will apply during the suspension period.
4. ICA may impose other sanctions including but not limited to Community Service hours, additional physical conditioning (within NCAA limitations), required attendance at educational programs, required meetings with ICA staff, and revocation or reduction in financial aid in accordance with applicable NCAA rules.

E. Consequences of Third Positive Test Result. Upon receipt of a third positive test result, a student-athlete will be permanently disqualified from further participation as a UW ICA student-athlete. Financial aid will be revoked in accordance with applicable NCAA rules.

X. APPEAL PROCESS

A student-athlete may appeal the finding of a positive result, violation of this Policy, or the sanction imposed for either a positive test or violation of this Policy. To appeal, the student-athlete must provide written evidence of a material procedural error, evidence that refutes the positive finding or violation, or evidence that the sanction is unreasonable. The student-athlete must submit the written appeal to the Athletic Director within 7 days after the student-athlete receives oral or written notice of the decision to be appealed. If the student-athlete does not appeal within 7 days, the result, finding or sanction cannot later be reviewed.

If the student-athlete appeals a positive test result, a finding of a policy violation, or a sanction, the Athletic Director will appoint a 3-member appeals committee to review the evidence and make a recommendation to the Athletic Director. Thereafter, the Athletic Director will provide a written decision to the student-athlete. This decision will be final. If the sanctions being appealed include a suspension, the suspension will continue in place throughout the appeal process.

The decision of a team physician to remove a student-athlete from play or practice on medical grounds is not a sanction under this policy and cannot be appealed.

XI. EFFECTIVE DATE

This Policy and its administration/operation are subject to change or modification at any time. However, any change or modification will only be implemented by action of the Athletic Director and will not be applied retroactively if such change would adversely affect a student-athlete's rights.

XII. MISCELLANEOUS PROVISIONS

A. This Policy is in addition to any program currently in existence or implemented in the future by the NCAA or any athletic conference in which the University participates.

B. Severability. The invalidity, in whole or in part, of any of the foregoing articles, sections, or paragraphs of this policy will not affect the remainder of such articles, sections, or paragraphs.

WHOLLY EXEMPT
PURSUANT TO FERPA & HIPAA

INVENTORY NUMBERS:
FON-093-IA to FON-098-IA

September 28, 2006

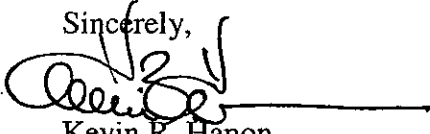
Patrick Jenkins MA, ATC
Head Athletic Trainer
University of Washington
Box 354070 Graves Bldg.
Seattle, WA 98195

Dear Pat:

Enclosed is your fully executed contract with Harborview Mental Health and Addictions Services for Chemical Dependency Assessment Services. Please retain this copy for your records.

Should you have any questions concerning the contract, please feel free to contact me at (206) 521-1132.

Sincerely,



Kevin R. Hanon
Manager of Business Operations

MEMORANDUM OF AGREEMENT

**Harborview Mental Health and Addictions Services
And
University of Washington
Department of Intercollegiate Athletics**

PURPOSE

This Services Agreement ("Agreement"), effective August 1, 2006, is entered into by and between Harborview Mental Health and Addictions Services (HMHS) and the University of Washington, Department of Intercollegiate Athletics (UWICA). The Agreement is entered into exclusively to provide substance abuse services as set forth below:

SCOPE OF WORK

HMHS staff will provide assessment, counseling, referral, and urinalysis services, as appropriate, to student athletes referred by the UWICA. These services will be delivered at the location below:

Harborview Mental Health and Addictions Services
401 Broadway, 1st Floor
Seattle, WA 98122

PERIOD OF PERFORMANCE

The period of performance under this Agreement will be from August 1, 2006 through June 30, 2007. Services under this Agreement may be mutually extended for subsequent periods through a contract amendment.

COMPENSATION AND PAYMENT

Compensation for services rendered shall be based on the following rates or in accordance with the following terms:

- \$114.60 per Chemical Dependency Assessment
- \$123.40 per Urinalysis
- \$114.60 per Individual Counseling Session (50 minutes)
- \$36.30 per Group Treatment Session

BILLING PROCEDURES

UWICA will pay HMHS upon receipt of a properly completed invoice form provided by HMHS (EXHIBIT A), which shall be submitted to UW monthly as services are provided.

TERMINATION

Both parties, in their sole discretion, may terminate this Agreement, in whole or in part, by providing 30 days written notice. If this Agreement is so terminated, UW shall be liable only for payment required under the terms of this Agreement for services rendered before the effective date of termination.

COMPLIANCE WITH THE HEALTH INSURANCE PORTABILITY ACCOUNTABILITY ACT OF 1996

The UW shall comply with the attached Business Associate Privacy Addendum (EXHIBIT B) for protection of individually identifiable health information.

ENTIRE AGREEMENT

This Agreement including referenced exhibits represents all the terms and conditions agreed upon by the parties. The parties have executed this Agreement in multiple originals as of the date above first written.

HARBORVIEW MEDICAL CENTER:



David Jaffe, Executive Director

DATE: _____

8/75/06

UNIVERSITY OF WASHINGTON:


Jeff Compher, Executive Associate
Athletic Director

DATE: _____

8/9/06

EXHIBIT B

BUSINESS ASSOCIATE PRIVACY ADDENDUM

This Agreement for Protection of Individually Identifiable Health Information ("Agreement") is entered into between Harborview Medical Center (HMC) and the University of Washington, Department of Intercollegiate Athletics (UW) (hereinafter "Business Associate"), effective July 1, 2004. HMC is part of the University of Washington Academic Medical Center (UWAMC). The UWAMC is composed of the University of Washington Medical Center, Harborview Medical Center, the University of Washington Physicians Network, Association of University Physicians d/b/a University of Washington Physicians, University of Washington Hall Health Primary Care Center, University of Washington Sports Medicine Clinic, and the University of Washington Physician's Eastside Specialties Clinic. Pursuant to 45 CFR 164.504(d), these entities are designated as one affiliated covered entity.

This Agreement is incorporated into the existing and current agreement(s) of the parties and replaces any prior agreement(s) entered concerning the protection of individually identifiable health information.

Section 1. **Purpose of Activities.**

The UWAMC is committed to providing high quality patient care, education, and research. In furtherance of its mission, the UWAMC wishes to conduct transactions involving the disclosure of information to Business Associate for the purpose of conducting the activities set forth in this Contract. The information may be used for the following purposes:

- a. To provide substance abuse services on a referral basis to student athletes at the University of Washington. Services to include substance abuse assessment, counseling, referral, and urinalysis services as appropriate.

Some or all of the information to be disclosed is required by law to be protected against unauthorized use, disclosure, modification or loss. In order to comply with applicable legal requirements for the protection of information, the parties agree as follows:

OBLIGATIONS OF BUSINESS ASSOCIATE

Section 2. **Use of Protected Health Information.** Business Associate shall not use Protected Health Information ("PHI") received from UWAMC in any manner that would constitute a violation of federal law, the Health Insurance Portability and Accountability Act of 1996 and any regulations enacted pursuant to its

provisions ("HIPAA Standards") and applicable provisions of Washington state law. Business Associate shall ensure that its directors, officers, employees, contractors, and agents use PHI received from, or created or received on behalf of UWAMC in accordance with the provisions of this Agreement and federal and state law. Business Associate shall not use PHI in any manner other than that permitted or required by the UWAMC for the purpose of accomplishing services to or on behalf of UWAMC as described in Section 1 herein. Notwithstanding the foregoing, Business Associate may use PHI for the proper management and administration of the Business Associate and to carry out its legal responsibilities.

Section 3. **Disclosure of Protected Health Information.** Business Associate shall not disclose Protected Health Information received from the UWAMC in any manner that would constitute a violation of federal law, the HIPAA Standards or Washington state laws. Business Associate shall ensure that its directors, officers, employees, contractors, and agents disclose PHI received from, or created or received on behalf of UWAMC only in accordance with the provisions of this Agreement and federal and state law.

Business Associate shall not disclose PHI in any manner other than that permitted or required by the UWAMC for the purpose of accomplishing services to or on behalf of UWAMC as described in Section 1 herein. Notwithstanding the foregoing, Business Associate may disclose PHI for the proper management and administration of the Business Associate and to carry out its legal responsibilities.

Section 4. **Safeguards Against Unauthorized Use or Disclosure of Information; Compliance With Electronic Exchange Regulations.** Business Associate agrees that it will implement all appropriate safeguards to prevent the use or disclosure of PHI pursuant to the terms and conditions of this Agreement. Business Associate agrees to comply with all federal and state laws and regulations regarding security and electronic data interchange of all health information, as currently enacted or amended in the future.

Section 5. **Data Ownership.** Business Associate acknowledges and agrees that UWAMC owns all rights, interests and title in and to its data and that such rights, interests and title shall remain vested in UWAMC at all times. Business Associate shall not compile and/or distribute analyses to third parties utilizing any data received from, or created or received on behalf of UWAMC without express written permission from UWAMC.

Section 6. **Reporting of Unauthorized Use or Disclosure of Protected Health Information.** Business Associate shall, within five (5) working days of becoming aware of an unauthorized use or disclosure of PHI by Business Associate, its officers, directors, employees, contractors, agents or by a third party to which Business Associate disclosed PHI pursuant to Section 10, report any such disclosure to UWAMC. Such notice shall be made to the following:

Pamela Haithcox, Director
Harborview Mental Health Services
325 Ninth Avenue, Box 359797
Seattle, WA 98104
(206) 744-9611

Section 7. **Agreements by Third Parties.** Business Associate shall enter into an agreement with any agent or subcontractor who will have access to PHI that is received or created or received on behalf of the UWAMC, and shall ensure that the agent or subcontractor agrees to be bound by the same restrictions, terms and conditions that apply to Business Associate through this Agreement with respect to PHI. Business Associate shall require that any agent or subcontractor notify Business Associate of any instances in which PHI is used or disclosed in an unauthorized manner. Business Associate shall take steps to reasonably cure the breach of confidentiality and end the violation or shall terminate the agency agreement or subcontract.

Section 8. **Access to Information.** Within five (5) working days of a request by UWAMC for access to PHI about an individual contained in a Designated Record Set, Business Associate shall make available to UWAMC such PHI for so long as the information is maintained in the Designated Record Set. If any individual requests access to PHI directly from Business Associate, Business Associate shall within two (2) working days forward such request to the UWAMC. Business Associate shall not deny any individual's request for access to the individual's PHI. Instead, any denials of access to PHI requested will be the responsibility of UWAMC.

Section 9. **Availability of Protected Health Information (PHI) for Amendment.** Within ten (10) working days of a request from UWAMC for the amendment of an individual's PHI or a record regarding an individual contained in a Designated Record Set (for so long as the PHI is maintained in the Designated Record Set), Business Associate shall provide such information to UWAMC for amendment and incorporate any such amendments in the PHI as required by 45 C.F.R. §164.526.

Section 10. **Accounting of Disclosures.** Within ten (10) working days of notice by UWAMC to Business Associate that it has received a request for an accounting of disclosures of PHI regarding an individual during the six (6) years prior to the date on which the accounting was requested, Business Associate shall make available to the UWAMC such information as in the Business Associate's possession and is required for the UWAMC to make the accounting required by 45 C.F.R. §164.528. At a minimum, Business Associate shall provide the UWAMC with the following information: (i) the date of the disclosure, (ii) the name of the entity or person who received the PHI, and if known, the address of such entity or person, (iii) a brief description of the PHI disclosed, and

(iv) a brief statement of the purpose of such disclosure which includes an explanation of the basis for such disclosure. If the request for an accounting is delivered directly to Business Associate, Business Associate shall within two (2) working days forward such request to the UWAMC. It shall be the UWAMC's responsibility to prepare and deliver any such accounting requested. Business Associate agrees to implement an appropriate record keeping process to enable it to comply with the requirements of this Section.

Section 11. **Availability of Books and Records.** Business Associate agrees to make its internal practices, books and records relating to the use and disclosure of PHI received from UWAMC, or created or received on behalf of UWAMC, available to the Secretary of the U.S. Department of Health and Human Services for purposes of determining UWAMC's and Business Associate's compliance with the HIPAA Standards.

Section 12. **Return or Destruction of Information.** At the termination of this CONTRACT, Business Associate shall return or destroy all PHI received from, or created or received on behalf of UWAMC that Business Associate still maintains in any form and retain no copies of PHI. If Business Associate determines that return or destruction is not feasible, Business Associate shall notify UWAMC of the reasons why return or destruction is not feasible. If destruction or return of PHI is not feasible, Business Associate shall not use PHI received from, created or received on behalf of UWAMC in a manner other than those permitted or required by state and federal laws or for the purposes described herein.

Section 13. **Immediate Termination.** UWAMC may terminate its participation in this Agreement immediately upon written notice to Business Associate without liability for such termination, in the event that: (1) UWAMC determines that Business Associate has violated a material provision of this Agreement; (2) Business Associate or any of its employees, officers, or agents receives a criminal conviction, is excluded, debarred or otherwise ineligible to participate in any government health care program, including but not limited to Medicare, Medicaid, CHAMPUS, Tricare; (3) Business Associate or its employee, officer, or agent is named as a defendant in a criminal proceeding for the violation of state or federal privacy and confidentiality laws.

DEFINITIONS

"**Business Associate**" means, with respect to a Covered Entity, a person to whom a Covered Entity discloses Protected Health Information so that the person can carry out, assist with the performance of, or perform on behalf of, a function or activity for the Covered Entity, including any agent, contractor or any other person who receives Protected Health Information from the Covered Entity (or from another Business Partner of the Covered Entity) for the purposes described herein.

“Designated Record Set” means a group of records maintained by or for the UWAMC that is (i) the medical records and billing records about individuals maintained by or for UWAMC, (ii) the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan, or (iii) used, in whole or in part, by or for UWAMC to make decisions about individuals. As used herein the term “record” means any item, collection, or grouping of information that includes Protected Health Information and is maintained, collected, used, or disseminated by or for UWAMC. 45 C.F.R. §164.501.

“Disclosure” means the release, transfer, provision of access to, or divulging in any other manner of information outside the entity holding the information.

“Electronic Media” shall mean the mode of electronic transmissions. It includes the Internet, extranet (using Internet technology to link a business with information only accessible to collaborating parties), leased lines, dial-up lines, private networks, and those transmissions that are physically moved from one location to another using magnetic tape, disk, or compact disk media.

“Individually Identifiable Health Information” means a subset of health information, including demographic information collected from an individual, and (i) is created or received by a health care provider, health plan, employer or health care clearinghouse and (ii) relates to the past, present or future physical or mental health or condition of an individual; and (a) identifies the individual, or (b) with respect to which there is a reasonable basis to believe that the information can be used to identify an Individual.

“Protected Health Information” means Individually Identifiable Health Information that is (i) transmitted by electronic media, (ii) maintained in any medium constituting electronic media, or (iii) transmitted or maintained in any other form or medium. “Protected Health Information” shall not include (i) education records covered by the Family Educational Right and Privacy Act, as amended, 20 U.S.C. §1232g(a)(4)(B)(iv).

“Use” means the sharing, employment, application, utilization, examination, analysis, canonization, or commingling with other information.

Pat Jenkins

From: Andrea Wickerham [awickerham@drugfreesport.com]
Sent: Friday, December 22, 2006 7:14 AM
To: pjenkins@u.washington.edu
Cc: Rachel Olander
Subject: NCAA Drug Testing Definitions of Positive

Patrick:

Rachel Olander from our office forwarded your email question to me. I have provided below the various confirmation cutoffs for defining an NCAA sample as positive.

Testosterone	TE vau ^e of greater than 6:1
Nandrolone	2 ng/mL
all other anabolic agents	level of detection
THC	greater than 15 ng/mL
ephedrine	greater than 10 mcg/mL
amphetamines	greater than 500 ng/mL
cocaine	greater than 150 ng/mL
caffeine	greater than 15 mcg/mL

Keep in mind also that the NCAA tests for diuretics, adulterants and urine manipulators. Also determined as positive at level of detection.

I hope this has been of some assistance to you. Please feel free to contact me should you need other assistance.

Best regards to you at the holidays!

Andrea S. Wickerham, J.D.
Legal Relations & Policy Director
The National Center for Drug Free Sport, Inc.
810 Baltimore Street, Ste. 200
Kansas City, MO 64105
816/474-8655 (phone)
awickerham@drugfreesport.com

Drug Classification	Street/Trade Names	Approx Window of Detection	Screen Cutoff ng/ml	Method of Use	Duration of Use	Possible Effects	Possible Effects of Overdose
Amphetamines: Includes Amphetamine and Methamphetamine (Stimulant)	Crystal, Ecstasy* (MDMA), Crank, Speed, Meth, Bennies, Uppers, Reds, Desoxyn, Adderall, Dexedrine, MDA, "E", "X", Pane,	1 - 2 Days (Longer for high use)	1000	Oral Injected Snorted Smoked (Freebased)	2-4 Hours	Increased alertness, excitation, euphoria, increased pulse rate, loss of appetite, insomnia	Agitation, increased body temperature, hallucinations, convulsions, possible death
Barbiturates (Depressant)	Black beauties, Seconal, downers, Goofballs, Amytal, Butisol, Florinal, Nembutal, Phenobarbital, Tuinal	1 Day- short-acting 2-3 Weeks - long-acting	200	Oral, Injected	1-16 Hours	Slurred speech, disorientation, Loss of inhibitions - memory, impaired judgement	Shallow respiration, cold & clammy skin, weak & rapid pulse, coma, possible death
Benzodiazepines (Depressant)	Tranks, Alivan, Dalmane, Diazepam, Librium, Lorazepam, Valium, Clonazepam, Halcion, Prazepam, Oxazepam, Xanax	3 - 5 Days (Up to 3 weeks, or longer for prolonged-use)	100	Oral, Injected	4-8 Hours	Slurred speech, disorientation, loss of inhibitions - memory, impaired judgement	Shallow respiration, cold & clammy skin, weak & rapid pulse, coma, possible death
Cocaine (Stimulant)	Coke, Flake, Snow, Crack, Nose Candy	2 - 4 Days (Up to 7 days or longer for chronic high use)	300	Snorted Injected Smoked (Freebased)	1-2 Hours	Increased alertness, excitation, euphoria, increased pulse rate, loss of appetite, insomnia	Agitation, increased body temperature, hallucinations, convulsions, possible death
Ethanol (Alcohol) (Depressant)	Alcohol, Booze, Liquor, Spirits, Wine	2 - 14 Hours	20 mg/dl	Oral	1 Hour per drink	Slurred speech, disorientation, loss of inhibitions - memory, impaired judgement	Shallow respiration, cold & clammy skin, weak & rapid pulse, coma, possible death
Ethylglucuronide (Ethanol Metabolite)	N/A - unique metabolite resulting from ethanol exposure	Up to 96 hours	250	Oral	N/A	See Ethanol	See Ethanol
Methadone (Narcotic)	Synthetic narcotic, Dolophine, Methadose, Dome	3 Days	300	Oral Injected	12-24 Hours	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow & shallow breathing, clammy skin, convulsions, coma, possible death
Opiates [Codeine-Morphine-Heroin & synthetics] (Narcotic)	Smack, Horse, Big M, Dovers, powder, Robitussin A-C, Tylenol w/codeine MS Contin, Dura-morph, Vicodin, Hydrocodone, Dilaudid Oxycontin* (Oxycodone)	1 - 3 Days	300	Oral Injected Smoked	3-6 Hours	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow & shallow breathing, clammy skin, convulsions, coma, possible death
Phencyclidine [PCP] (Hallucinogen)	PCP, Angel Dust, Hog	5 - 8 Days (Up to 30 days for chronic use)	25	Oral Injected Smoked	Variable	Illusions, poor perception of time & distance, hallucinations	Longer & more intense "trip" episodes, awake coma, bizarre behavior, psychosis, possible death
Propoxyphene (Narcotic)	Darvon, Darvocet	1 - 2 Days	300	Oral	Variable	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow & shallow breathing, clammy skin, convulsions, coma, possible death
THC (Marijuana) (Cannabis)	Weed, Pot, Grass, Gold, MJ, Bud	5 days moderate use 10 Days heavy use Up to 2 months heavy chronic use	20 or 50	Oral Smoked	2-4 Hours	Euphoria, lack of motivation, short term memory loss, lowered productivity, increased appetite	Fatigue, paranoia.

Note: This information is intended to be used as a guideline and should not be applied to any particular individual. marketing@regtox.com

* CONTACT STERLING for information on our Ecstasy & Oxycodone High Specificity Testing.

WHOLLY EXEMPT
PURSUANT TO ATTORNEY CLIENT PRIVILEGE
(RCW 5.60.060(2) and RCW 42.56.070(1))
AND
ATTORNEY WORK PRODUCT (RCW 42.56.290)

INVENTORY NUMBERS:
FON-099-IA to FON-112-IA