



WALDORF UNIVERSITY DEPARTMENT OF INTERCOLLEGIATE ATHLETICS

DRUG ABUSE PREVENTION, EDUCATION, TESTING & COUNSELING PROGRAM

I. INTRODUCTION

Consistent with the University's mission of teaching and public service, the Department of Intercollegiate Athletics is dedicated to providing a broadly based program of extramural and competitive athletic experiences for the highly skilled student-athlete. It is acknowledged that the use of banned drugs and/or the misuse and/or abuse of legitimate drugs (including those drugs prescribed by a physician to treat specific medical conditions) can be detrimental to the mental and physical well-being of the individual student-athlete and have a significant negative impact on the athletic and academic programs. The end result of drug abuse is not only deterioration in mental and physical health, but also in athletic and academic performance.

The Waldorf University Department of Intercollegiate Athletics affirms its support for the programs on campus that provide information to students regarding the potential health risks associated with use of illicit mood altering and/or performance enhancing substances. To further support these programs the Waldorf University Department of Intercollegiate Athletics administers a drug abuse, drug prevention, education, testing, and counseling program (hereinafter referred to as "Program") for its student-athletes. The prevention and education programs will focus toward informed choices and the exercise of personal responsibility regarding the use of drugs. Drug-testing fees incurred due to appeals, self-disclosure, a positive urine drug test, or follow-up drug tests will be borne by the student-athlete.

II. GOAL

The goal of the Drug Abuse Prevention, Education, Testing, & Counseling Program for Waldorf University student-athletes is to promote a drug-free environment for the intercollegiate competitive program (Note the use of marijuana is illegal in Iowa). The program's purposes are to prevent an unfair competitive advantage for those who abuse certain chemical substances, to protect the health and safety of all competitors, to educate student-athletes, to provide assistance for those who are found to engage in substance abuse and to maintain appropriate standards of behavior in intercollegiate athletics at Waldorf University.

Waldorf University reserves the right to modify or amend the drug testing policy and procedures without notice.

III. DEFINITIONS

Student-athlete is defined as:

Any individual on a Waldorf University intercollegiate sponsored sports roster. This includes any individual who is eligible by NAIA, institutional guidelines, or relevant associations, or any individual who is academically ineligible, redshirted, injured, or temporarily suspended who has eligibility and may or may not be involved in team activity or practice.

Director of Athletics is defined as:

The current Athletic Director of Waldorf University. If the Director of Athletics at Waldorf University is not available, he/she will appoint a designee to assume the role of Director of Athletics.

Program Director is defined as:

Director of Student Health Services

Banned/Prohibited drugs are defined as:

Those drugs identified by the International Olympic Committee. A list of banned substances that may be tested is available at the NCAA website, ncaa.org/wps/wcm/connect/public/NCAA/Health+and+Safety/Drug+Testing/Resources/NCAA+banned+drugs+list or see Appendix B.

Controlled substance is defined as:

Those drugs prescribed by a physician.

Drug Testing Committee is defined as:

Director of Athletics, Associate Director of Athletics, Program Director, Medical Coordinator, Dean of Students, and Director of Waldorf University Student Life Counseling Services.

IV. USE OF DIETARY SUPPLEMENTS

Many dietary supplements or ergogenic aids contain banned substances. Often the labeling of dietary supplements is not accurate and is misleading. Using dietary supplements may lead to negative side effects and many cause a positive drug test. Many student-athletes assume if these products can be easily purchased in retail stores and over the internet, then they must be permissible. **THIS IS NOT TRUE!** Advice of a store clerk, the distributor at a fitness center or any Waldorf University employee has resulted in erroneous information regarding the presence of banned substances. Reliance on this erroneous information may result in positive drug tests. Appeals based on ignorance have met with limited success in overturning positive drug-test penalties. Decisions must be based on the advice of your physician. Advice from any Waldorf University employee (contract or otherwise) will not be sufficient.

IF YOU ARE TAKING ANY SUPPLEMENTS, PRESCRIPTION MEDICATION OR OVER-THE-COUNTER MEDICATION, IT IS IN YOUR BEST INTEREST TO RESEARCH THEIR POSSIBLE INTERACTIONS. SOME ITEMS METABOLIZE TO BECOME BANNED SUBSTANCES ONCE YOU HAVE INGESTED THEM. YOU ARE URGED TO DISCUSS ANY ITEMS YOU ARE TAKING WITH YOUR PERSONAL PHYSICIAN.

V. MEDICAL EXCEPTION PROCESS

Waldorf University recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the Waldorf University Department of Intercollegiate Athletics allows exceptions to be made for those student-athletes with a need for regular use of such a substance.

In the event, a student-athlete's test returns positive, the Program Director will review the student-athlete's medical record to determine whether a medical exception should be granted.

VI. THE DRUG EDUCATION COMPONENT

Each team and all coaching staff members will meet at the beginning of each year with a representative from the Intercollegiate Athletics Department to review the Drug Testing Policy. Additional information may be available throughout the academic year.

VII. COUNSELING COMPONENT

Waldorf University Student Life Counseling Services will assist in the Program at no cost. Other counseling services may be selected but at the student-athlete's own expense. The services of the counselor will be made available to student-athletes as further information and/or treatment is required. Consultation with health care professionals may occur after obtaining expressed written consent from the student-athlete, or in the case of an emergency. Student-athletes and coaches will be made aware of these resources and methods of obtaining these services in pre-season team meetings and other educational programs administered by Waldorf University's Department of Intercollegiate Athletics.

Consistent with Iowa law, individual counseling with a mental health personnel will be confidential. For those student-athletes who are minors, parental consent and knowledge may be necessary in some instances.

VIII. IMPLEMENTATION OF THE PROGRAM

A. Notification of the Program

This policy will also be available online at the following links:

waldorf.edu/student-athlete-drug-testing-policy

B. Acknowledgement/Consent/Authorization

All new and returning student-athletes, and parents of student-athletes who are minors, are required annually to sign a form acknowledging receipt and understanding of the Program and shall be required to sign a consent form to participate in the Program provided by the Department of Intercollegiate Athletics. The signed consent forms are a pre-condition for participation in the Waldorf University Department of Intercollegiate Athletics. Student-athletes will not be permitted to participate in any team events, including but not limited to formal and informal practices, until all signed forms are on file.

Student-athletes are free to refuse consent to drug testing under this program. However, student-athletes who decline to sign the drug testing forms will not be permitted to participate in intercollegiate athletics at Waldorf University.

IX. DRUG TESTING

A. All student-athletes (see definition) who have signed the institutional drug testing forms are subject to unannounced random testing at any time. Student-athletes will be randomly selected for testing during the academic year by an outside agency, the National Center for Drug Free Sport. Specifically, the outside agency will request a roster list of sport programs and will select student-athletes from the roster using a computerized random number program. The outside agency will provide the list of randomly selected student-athletes to the Program Director. The Program Director, Athletic Trainers, members of the drug testing committee or designated employee will notify the randomly selected student-athletes. The student-athletes will be notified as to the date, time and location to report to for the drug testing. All student-athletes must provide their photo identification if requested by a Drug Free Sport representative. Student-athlete's failure to appear at a scheduled drug test, for any reason, may be subject to the ramifications outlined in this Program (determined as a First Positive Test result).

The Waldorf University Department of Intercollegiate Athletics' drug screening process tests for substances found on the current NCAA banned drug list. The NCAA banned-drug classes are as follows: stimulants, anabolic agents, diuretics, street drugs, peptide hormones, and their related compounds. For an ongoing updated listing of the NCAA banned-drug classes, student-athletes are urged to contact the sport specific athletic trainer or review the NCAA's web site. (See Appendix B)

B. Testing Protocol

1. The tests, based on individual urine samples witnessed by an administrator (a witness will watch you produce the sample), will be administered throughout the academic year. Prior to each drug test, student-athletes will receive notification no more than 24 hours prior to any test or no advanced notice will be given from the Head Athletic Trainer, sport specific Athletic Trainer, Program Director, member of the Drug Testing Committee or their designee by phone call or face-to-face. Intentional avoidance by student-athletes to receive notification may be treated as a positive test result.

Student athletes will need to sign an acknowledgement of drug testing day, the date, the time, and the facility in which the student-athlete is to report. Student-athletes may be asked to produce their photo identification to the testing facility at the report time. Additionally, student-athletes will be required to complete the proper documentation administered by the testing agency.

2. The specimen will be provided by the student-athlete under direct observation in a restroom facility by personnel approved by the National Center for Drug Free Sport, Inc. to ensure the integrity of the collection, processing, packaging, and evaluation of the specimen. The specimens will be collected and analyzed by a contracted, qualified laboratory.

3. Failure to appear for a scheduled drug test and/or not submitting a urine sample during specified assigned times will be treated as a positive test result.

4. Failure to comply with the drug testing program including falsifying signatures, persons attempting to manipulate the urine specimens, not signing drug policy forms, not scheduling or not attending required counseling sessions, or test refusal will constitute immediate and permanent termination from Waldorf athletics and loss of athletic-related aid/scholarship.

a. Note: Individuals who offer three or more dilute samples will be tested more frequently than the random selected population.

X. EFFECT OF POSITIVE TEST RESULTS

A. First Positive Situation

If an individual's test returns positive and the result has been verified and confirmed as non-medically related by the Program Director, the Program Director will notify the Director of Athletics. The Director of Athletics will contact the head coach, or designee if necessary, to arrange a meeting with the student athlete and coach.

The Director of Athletics will review the results of the 1st positive urine test, apply consequences, and track implementation. The coach and student athlete also have a role in tracking implementation of the sanctions and will notify the Director of Athletics when the sanctions have been served. At this mandatory meeting the student-athlete will be provided the opportunity to ask any questions he/she may have. Failure to attend this session will result in a second positive result.

The consequences for a first positive test:

1. A minimum of one mandatory evaluative assessment session and additional sessions, if warranted, to the completion of the assessment with Waldorf University Counseling Services will be required. The first counseling session should be completed within 14 days of notification of the first positive.
2. The student-athlete's loss of 25% of competition dates/games; intercollegiate scrimmages, exhibition contests, and post season competition dates (refer to Appendix A) in the declared sport/sports. The student athlete will not be able to participate until sanctions are completed at the varsity level. Additionally, the student-athlete is precluded from any travel with the squad until the consequences have been completed. Also, the student-athlete will not be able to represent Waldorf University and participate in outside competitions in another sport until the suspension has been served
3. The student-athlete will be subject to a drug test by a Drug Free Sport trained personnel 14 days after notification of the 1st positive test. If this test is positive for new banned substance use this will result in a second positive test.
4. If the first positive test result occurs at the end of the student-athlete's playing season, the number of games/dates lost (Appendix A) will carry over into any post-season competition, subsequent championship season and into following season until penalty is served.
5. For a declared multi-sport athlete, sanctions will be divided between the student-athlete's declared sports and will immediately apply to the sport the athlete is currently participating in.
6. Failure to comply with the consequences of the suspension at any time will result in a second positive test.

B. Second Positive Situation

If verified and confirmed as non-medically related, the Program Director will notify the Director of Athletics. The Director of Athletics will contact the head coach, or designee if necessary, to arrange a meeting with the student athlete and coach. The Director of Athletics will review the results of the second positive urine test. The consequences for a second positive test will result in the student-athlete receiving automatic dismissal for 365 days without scholarship or reassigned scholarship.

After 365 days, the student-athlete can submit a written application for reinstatement to the Athletic Director. Specific criteria for the reinstatement is listed below under section B (reinstatement) for the student athlete to complete. If reinstated by the drug testing committee, the head coach would still have the final decision to allow the student back on the team. If the student-athlete is reinstated, they would be subject to random drug testing. Any positive drug test after reinstatement will be a permanent dismissal without recourse.

XI. APPEALS AND REINSTATEMENT

A. Appeals

The appeals process for this Program is as follows:

Student athletes who test positive for a banned substance by the laboratory retained by the institution may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Program Director will request in writing for the laboratory retained by Waldorf University to perform testing on specimen B. The student-athlete will pay for testing of Specimen B. Specimen B findings will be final, subject to the results of any appeal. If specimen B results are negative, the drug test will be considered negative.

B. Reinstatement

The reinstatement request from student athletes must be in writing and submitted to the Director of Athletics.

Criteria for reinstatement:

- // Team dismissal for 365 calendar days.
- // Successful completion of one counseling session with Waldorf University's Counseling Services.
- // Student-athletes will meet with the Drug Testing Committee. Student-athletes should state the grounds on which they believe they should be reinstated. Reinstatement shall not be considered automatic and will be addressed on a case-by-case basis by the Drug Testing Committee.
- // Student-athletes will be required to pass a drug test through Drug Free Sport prior to reinstatement at their expense, pass one random drug test during the 365 days after date of reinstatement at their expense and will be entered into the random drug testing pool as are all Waldorf University student-athletes.
- // Any positive drug test after reinstatement will be a permanent dismissal without recourse.

XII. SELF-DISCLOSURES

A student-athlete eligible for self-disclosure may refer himself/ herself for voluntary evaluation, testing and treatment for prohibited drug use / problems to any of the following individuals; Director of Athletics, Coaches, Program Director, Certified Athletic-Trainer or Athletic Department Support Staff.

A student-athlete is not eligible to self-disclose:

- // More than one (1) time in their collegiate career;
- // After he/she has been informed of an impending drug test;
- // After documentation of a positive drug test

After the self-disclosure, the Program Director will arrange for the student to undergo a drug test by a Drug Free Sport trained personnel. Also, the Program Director will arrange an evaluation session for the student-athlete with Waldorf's Counseling Services. After the evaluation, Waldorf's Counseling Services will determine a treatment plan, which may include confidential drug testing at the student's cost. The counselor will provide a summary of the findings and treatment plan to the athletic director and program director. Once the treatment plan is completed, the student-athlete will undergo unannounced follow-up tests at the discretion of the athletic director in consultation with the counselor and program director.

If a student-athlete is determined to have new banned substance use after the initial self-disclosure (as determined by follow-up testing), or fails to comply with the counselor's treatment plan, it will be treated as a positive test.

XIII. DOCUMENTED VIOLATION OF CODE OF CONDUCT PERTAINING TO ILLEGAL DRUGS

A student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is a violation of Waldorf University student conduct of illegal drugs. This may include, without limitation:

1. A documented incident of possession or use of prohibited drugs or drug paraphernalia.
2. Arrest or conviction for a criminal offense related to the possession, sale, or transfer of prohibited drugs or substances. If documented, the Director of Athletics or his/her designee will notify the student athlete and the student athlete must stay with a member of the drug testing committee, the athletic department's administrative staff, or the athletic training staff, until an adequate specimen for testing is produced.

The student athlete will be subject to the same consequences/procedures that would be followed in the case of a positive test as listed in section X. The student athlete will incur all expenses associated with drug testing.

XIV. OTHER UNIVERSITY AND/OR CIVIL ACTION

Student-athletes will not be subject to University student disciplinary action (i.e., Waldorf University Student Code of Conduct) as a result of a positive drug test. The University will not voluntarily supply personally identifiable test data or results of a test to any law enforcement agency and has developed procedures to assure that only information necessary to the purposes of this Program is retained and all other information concerning test results is destroyed.

APPENDIX A

NAIA FREQUENCY AND PLAY SCHEDULE

NAIA Sanctioned Sport	NAIA Maximum (Games/Contests/Playing Dates)	Scrimmages/Exhibitions	25%
Indoor Track	10 Meets	0	2.5
Outdoor Track	10 Meets	0	2.5
Baseball	55 Contests	2	13.75
Basketball	30 Games	2	7.5
Bowling	14	0	3.5
Competitive Cheer/Dance	25% of regularly scheduled competitive dates, scrimmages, and exhibitions submitted for the academic year		
Cross Country	8 Meets	–	2
Football	11 Games	1	2.75
Golf	14 Matches/Tournaments	–	3.5
Soccer	18 Games	5	4.5
Softball	28 Dates	2	7
Volleyball	28 Dates	2	7
Men's Wrestling	20 Dates	–	5

Non-Sanctioned Sport	Dates
Ice Hockey	25% of regularly scheduled competition dates, scrimmages, and exhibitions submitted for that academic year
Women's Wrestling	25% of regularly scheduled competition dates, scrimmages, and exhibitions submitted for that academic year

APPENDIX B



2019-20 NCAA Banned Substances

It is the student-athlete's responsibility to check with the appropriate or designated athletics staff before using any substance.

The NCAA bans the following drug classes.

- a. Stimulants.
- b. Anabolic agents.
- c. Alcohol and beta blockers (banned for rifle only).
- d. Diuretics and masking agents.
- e. Narcotics.
- f. Cannabinoids.
- g. Peptide hormones, growth factors, related substances and mimetics.
- h. Hormone and metabolic modulators (anti-estrogens).
- i. Beta-2 agonists.

Note: Any substance chemically/pharmacologically related to all classes listed above and with no current approval by any governmental regulatory health authority for human therapeutic use (e.g., drugs under pre-clinical or clinical development or discontinued, designer drugs, substances approved only for veterinary use) is also banned. The institution and the student-athlete shall be held accountable for all drugs within the banned-drug class regardless of whether they have been specifically identified. Examples of substances under each class can be found at www.ncaa.org/drugtesting. There is no complete list of banned substances.

Substances and Methods Subject to Restrictions:

- Blood and gene doping.
- Local anesthetics (permitted under some conditions).
- Manipulation of urine samples.
- Beta-2 agonists (permitted only by inhalation with prescription).
- Tampering of urine samples.

NCAA Nutritional/Dietary Supplements:

Warning: Before consuming any nutritional/dietary supplement product, review the product and its label with your athletics department staff!

- Nutritional/Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test.
- Student-athletes have tested positive and lost their eligibility using nutritional/dietary supplements.
- Many nutritional/dietary supplements are contaminated with banned substances not listed on the label.
- Any product containing a nutritional/dietary supplement ingredient is taken at your own risk.

Athletics department staff should provide guidance to student-athletes about supplement use, including a directive to have any product checked by qualified staff members before consuming. The NCAA subscribes only to Drug Free Sport AXIS™ for authoritative review of label ingredients in medications and nutritional/dietary supplements. Contact the Drug Free Sport AXIS at 877-202-0769 or www.dfsaxis.com (password ncaa1, ncaa2 or ncaa3).

Some Examples of Substances in Each NCAA Banned Drug Class.

**THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES.
DO NOT RELY ON THIS LIST TO RULE OUT ANY LABEL INGREDIENT.**

Stimulants:

amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; methamphetamine; methylphenidate (Ritalin); synephrine (bitter orange); dimethylamylamine (DMAA, methylhexanamine); "bath salts" (mephedrone); Octopamine; hordenine; dimethylbutylamine (DMBA, AMP, 4-amino methylpentane citrate); phenethylamines (PEAs); dimethylhexylamine (DMHA, Octodrine); heptaminol etc.

exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione):

Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; testosterone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; stanozolol; stenbolone; trenbolone; SARMS (ostarine, ligandrol, LGD-4033, S-23, RAD140)); DHCMT (oral turanibol) etc.

Alcohol and Beta Blockers (banned for rifle only):

alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics and Masking Agents:

bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

exceptions: finasteride is not banned

Narcotics:

Buprenorphine; dextromoramide; diamorphine (heroin); fentanyl, and its derivatives; hydrocodone; hydromorphone; methadone; morphine; nicomorphine; oxycodone; oxymorphone; pentazocine; pethidine

Cannabinoids:

marijuana; tetrahydrocannabinol (THC); synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073)

Peptide Hormones, growth factors, related substances and mimetics

growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); IGF-1 (colostrum, deer antler velvet); etc.

exceptions: insulin, Synthroid are not banned

Hormone and metabolic modulators (anti-estrogens) :

anastrozole; tamoxifen; formestane; ATD; SERMS (clomiphene, nolvadex); Arimidex; clomid; evista; fulvestrant; aromatase inhibitors (Androst-3,5-dien-7,17-dione), letrozole; etc.

Beta-2 Agonists:

bambuterol; formoterol; salbutamol; salmeterol; higenamine; norcoclaurine; etc.

Any substance that is chemically related to one of the above classes, even if it is not listed as an example, is also banned!

Information about ingredients in medications and nutritional/dietary supplements can be obtained by **contacting Drug Free Sport AXIS, 877-202-0769 or www.dfsaxis.com password ncaa1, ncaa2 or ncaa3.**

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.

APPENDIX C

Urine Collection Guidelines for Clients

1. Only those persons authorized by the institution will be allowed in the collection room.
2. When arriving to the collection room, the student-athlete will provide photo identification or a client representative will need to identify the student-athlete. The student-athlete will then print his or her name and arrival time on the Roster Sign-in Form.
3. The student-athlete will select a Custody & Control Form (CCF) from a supply of such and work with the institutional collector to complete the necessary information before proceeding with the specimen collection process.
4. The student-athlete will select a specimen collection beaker from a supply of such and will be escorted by the institutional collector (same gender) to the restroom to provide a specimen. The student-athlete will rinse his or her hands with water (no soap) and then dry their hands. Then the student-athlete will place a specimen barcode from the Custody & Control Form onto the beaker.
5. The institutional collector will directly observe the furnishing of the urine specimen to assure the integrity of the specimen.
6. The student-athlete will be responsible for keeping the collection beaker closed and controlled.
7. Fluids and food given to student-athletes who have difficulty voiding must be from sealed containers (approved by the institutional collector), opened and consumed in the collection room. These items must be free of any other banned substances.
8. If the specimen is incomplete, the student-athlete must remain in the collection room until the sample is completed. During this period, the student-athlete is responsible for keeping the collection beaker closed and controlled.
9. If the specimen is incomplete and the student-athlete must leave the collection room for a reason approved by the institutional collector, the specimen must be discarded.
10. Upon return to the collection room, the student-athlete will begin the collection procedure again.
11. Once an adequate volume specimen is provided; the institutional collector will escort the student-athlete to the specimen processing table.
12. The specimen processor will instruct the student-athlete to closely observe the specimen processing steps and will then measure the specific gravity.
13. If the urine has a specific gravity below 1.005, no value will be recorded on the CCF and the specimen will be discarded by the student-athlete with the institutional collector observing. The student-athlete must remain in the collection room until another specimen is provided. The student-athlete will provide another specimen.
14. Once the specimen processor has determined the specimen has a specific gravity above 1.005 the sample will be processed and sent to the laboratory.
15. If the laboratory determines that a student-athlete's sample is inadequate for analysis, at the client's discretion, another sample may be collected.
16. If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the institutional collector will collect another specimen from the student-athlete.
17. Once a specimen has been provided that meets the on-site specific gravity, the student-athlete will select a sample collection kit from a supply of such.
18. The specimen processor will open the kit, demonstrate to the student-athlete the vials are securely sealed, open the plastic and open the A vial lid. The processor will pour the urine into the A and B vials and close the lids. The specimen processor should pour urine into the vials above the minimum volume level (35mL in A vial; 15 mL in B vial) and pour as much urine as possible into the vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).
19. The specimen processor will securely close the lids on each vial and then seal each vial using the vial seals attached to the CCF; assuring seals are tightly adhered to the vials with no tears or loose areas.
20. The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.
21. The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials in the front pouch of the same bag. The bag should then be sealed. The sealed bag with vials will then be placed in the sample box. The box will then be sealed.
22. The student-athlete is released by the institutional collector.
23. All sealed samples will be secured in a shipping case. The collector will prepare the case for forwarding. When two split samples are collected and packaged, care must be taken to assure one sample is placed in the shipping container for shipment to the "drugs of abuse" laboratory and one sample is placed in the shipping container for shipment to the "anabolic steroids" laboratory.
24. After the collection has been completed, the samples will be forwarded to the appropriate laboratory and copies of any forms forwarded to the Sports Drug Testing Department.
25. The samples then become the property of the client.
26. If the student-athlete does not comply with the collection process, the institutional collector will notify the appropriate institutional administrator and Drug Free Sport.