Lewis University
Department of Athletics
Drug Testing Policy

Lewis University is committed to providing a campus environment free of the abuse of alcohol and the illegal use of alcohol and drugs. This policy is a department policy for the Lewis University Athletic Department only and contains a separate process for the selection, screening, and treatment of student-athletes.

The Lewis University Department of Athletics Drug and Alcohol Policy is intended to offer to the student-athletes assistance and direction in reference to drug and alcohol abuse.

Those eligible for drug and alcohol testing are those individuals participating or involved in intercollegiate athletics as a student at Lewis University. All those participating in cheerleading and dance team may be subjected to drug testing in accordance with the policy as well.

Types of Drug Testing

A student-athlete may be selected for testing dependent upon the agency for which they may compete. Lewis University student-athletes may be selected for drug testing by the following: institutional random, institutional reasonable suspicion, institutional follow-up, NCAA Championship and NCAA Year Round testing. Athletes competing for other agencies while participating for Lewis University may be subject to additional testing at the discretion of their governing body.

1. Institutional Random
The drug-testing schedule will be set by the Sports Medicine staff (Certified Athletic Trainer, Medical Doctor) with the approval of the Director of Athletics. The Head Coach will be notified the day of or the day prior to the screening, depending on the pre-arranged testing time. The Sports Medicine staff will notify the team or selected student-athletes of the time and place for the screening. Selection of student-athletes will be done randomly.

2. Institutional Reasonable Suspicion
Student-athletes will be drug-screened and/or evaluated if there is probable cause to suspect alcohol, drug use or abuse. The coaching staff, an administrator, academic advisor, athletic trainer, or strength coach may be aware of or see certain signs, symptoms or changes in behavior that may cause him or her to suspect substance abuse. These staff members are mandated to report any suspicions to either the Head Athletic Trainer or Director of Athletics. Reports will be forwarded to the Director of Athletics. The Director will determine the need for counseling and/or testing. The objective measures needed to meet the requirements for reasonable suspicion are in Appendix B.
3. Institutional Follow up Testing
Student-athletes who have tested positive (+) for a banned substance will be tested randomly following that positive test, as determined by the Head Athletic Trainer or his/her designee. The results will be monitored by the Sports Medicine staff. Student-athletes must show a decrease in levels consistent with an individual who is not using NCAA banned substances following an initial positive. Follow-up testing will also be performed when the student-athlete enters the safe harbor program further outlined in this policy. At any point should a student-athlete NOT demonstrate the appropriate decrease in levels of NCAA banned substance or test positive (+) for a separate banned substance, he/she will receive an additional positive (+) result.

4. NCAA Championship
In the event of an individual or team qualifying for NCAA Championship competition, the individual or team is subject to drug testing prior to, during or post event by the NCAA.

5. NCAA Year Round Program
The NCAA reserves the right to test all sports in accordance with the Year Round Drug Testing Program.

A student-athlete under International or United States Olympic Guidelines may be drug tested as to those protocols governing the sport or agency.

<table>
<thead>
<tr>
<th>Statement on the Use of Supplements</th>
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<tbody>
<tr>
<td>Dietary supplements do not undergo Federal government approval and are not tested for quality like prescription and over-the-counter medications. The product claims made by many dietary supplement manufacturers have not been based on scientific research in many cases. Many dietary supplements have not been subject to research by unbiased independent researchers in order to substantiate performance claims. The potential adverse and/or harmful effects of these substances have not been completely studied, but serious adverse effects have been reported in some instances. As there are minimal Federal government labeling requirements for dietary supplements, some products may contain NCAA and/or Lewis University banned substances which are not listed on the label. It is important for student-athletes to remember that THEY WILL BE HELD RESPONSIBLE FOR EACH AND EVERY SUBSTANCE THAT ENTERS THE BODY!!</td>
</tr>
</tbody>
</table>

Student-athletes should refer to the Resource Exchange Center www.drugfreesport.com/rec for inquiries on dietary supplements.

By signing Lewis University's Department of Athletics Drug and Alcohol Policy Consent Form, the student-athlete:

1. Acknowledges that he/she understands the need to disclose (using Appendix A) to the Lewis University Sports Medicine staff all dietary supplements used;
2. Acknowledges the aforementioned policies and statements, and fully accepts the detrimental and possibly permanent defects caused by the use of dietary supplements;
3. Fully accepts that they have been made aware of the Lewis University and the National Collegiate Athletic Association (NCAA) policies with regard to the use of dietary supplements;
4. Accepts any and all liability if they have used, continue to use, and/or use at anytime in the future, dietary supplements in any form; and releases Lewis University, its agents, and all personnel of any and all responsibility and liability related to such use.

**Medical Exception Process**

Lewis University recognizes that some banned substances are used for legitimate medical purposes. Accordingly, Lewis University and the NCAA allow exceptions to be made for those student-athletes with a documented medical history demonstrating a need for regular use of such a substance. Exceptions may be granted for substances included in the following classes of banned drugs: stimulants, beta-blockers, diuretics and peptide hormones.

The student-athlete is required to report all medications to the Sports Medicine staff.

Lewis University should maintain in the student-athlete’s medical records a letter from the prescribing physician that documents the student-athlete’s medical history demonstrating the need for regular use of such a drug. The letter should contain information as to the diagnosis (including appropriate verification), medical history and dosage information.

In the event a student-athlete tests positive, the Head Athletic Trainer or designee, in consultation with the Team Physician, will review the student-athlete’s medical record to determine whether a medical exception should be granted.

**Confidentiality**

All members of Lewis University are expected to respect a student-athlete’s right to privacy. It is essential that anything seen, heard, read, and/or otherwise obtained remain confidential by all parties involved. It is illegal for any personnel to gain access to student medical information, through any and all means, unless the information is needed for legitimate medical reasons, or because their job duties require such access. Members of the Lewis University community who legitimately have access to student medical information must maintain that information in confidence and share it only with others having a legitimate right to know the information.

All Lewis University personnel are expected to adhere to the Confidentiality Policy at all times. Violation of the policy may warrant disciplinary action at the discretion of the Director of Athletics.
Screening and Selection Process

Prior to any athletic participation, the student-athlete will be notified of the Lewis Drug Testing Policy. At this time, the student-athlete will sign a consent and authorization form as to the procedures set forth in the Drug Policy. All student-athletes will be subject to unannounced drug screenings throughout the calendar year on either a “random” or a “reasonable suspicion” basis. For purposes of this Policy, “random” shall mean a process in which the probability of any student-athlete being selected is the same as the probability of any other student-athlete being selected and in which the selection is made without the identity or characteristics of the individual being known. A “reasonable suspicion” screening will be based on personal, physical, or performance changes, which are characteristic of drug use. A test based on a reasonable suspicion can be requested by Athletic Department staff based on the objectives in Appendix B.

Student-athletes are to be notified by a member of the Sports Medicine staff that they have been selected for an institutional drug test. The student-athlete must be notified either in person and provide a signature, or via phone conversation with a member of the Sports Medicine staff. Student-athletes will not receive more than twenty-four (24) hour notice to show up for an institutional drug test. All notifications are held on file in the athletic training room.

The drug screening shall consist of the collection of a urine sample from the student-athlete under the supervision of a trained collector (Appendix D). Each urine sample shall be analyzed for the presence of banned drugs as noted in Appendix C by an independent laboratory contracted by the University to provide such services. An independent laboratory meeting NCAA and International Olympic Committee (IOC) requirements for collection, security, screening and transportation, storage and analysis and certified by the College of American Pathologists Athletic Drug Testing (CAP-ADT) will test the samples and will report all test results to the Director of Compliance, the Head Athletic Trainer, and the Director of Athletics. The Head Athletic Trainer or designee will review the results to determine which, if any, of the screenings are considered positive as reported by the independent laboratory.

Specimen Collection Procedures

Lewis University reserves the right to test for banned drugs by any approved industry method. These methods may include, but are not limited to, oral fluid, sweat, urine or hair, as deemed necessary by the Department of Athletics Sports Medicine designee. Urine specimen collection will be observed collections based on the National Center for Drug Free Sport Urine Collection Protocol in Appendix D. Any suspicion of adulteration, manipulation, or dilution of urine samples will result in student-athletes being retained until a satisfactory sample is given under guidelines set in Appendix D.

Positive Results
A positive result is defined as a urine sample revealing the presence of one or more of the banned drugs or metabolites listed in Appendix C. In addition, failure to arrive at the collection station at the designated time without justification, failure or refusal to provide an adequate urine sample (e.g., acidic, concentrated, enough volume) as determined by the laboratory or trained collector will result in a positive test. Positive tests may also result from leaving the collection station or holding area without the permission of the test site administrator or alteration of any sample as determined by the collection technician or their designee. All results will be forwarded from the lab to the Director of Compliance, Head Athletic Trainer, and Director of Athletics. The Director of Athletics will notify the student-athlete and Head Coach of the positive result in order to coordinate a meeting to discuss the results and sanctions.

### Institutional Testing – Positive Results

**First Violation** If a positive result is verified, the Director of Athletics will notify the student-athlete within twenty-four (24) hours by email and phone to arrange a meeting with the Head Coach or his/her designee, a representative of the Sport Medicine staff, and Director of Athletics or his/her designee. The Team Physician and appropriate Team Athletic Trainer will also be notified. At this meeting, the student-athlete will be reminded of the University policy concerning future positive test results and will sign a statement to that effect (Appendix E).

Following the student-athlete meeting, the Director of Athletics will notify, to the extent consistent with FERPA, the parent/guardian as well as the spouse, if applicable, of the student-athlete’s positive test result and the treatment and procedures with which the student-athlete is currently to comply. The Director of Athletics will notify this (these) individual(s) via verbal communication as well as certified letter.

Immediately upon notification of the first positive result, the student-athlete will be suspended from all athletic competition, travel, and pre-event meals for a minimum of one (1) contest during the NCAA championship season. If the student-athlete is unable to complete the suspension due to the end of the season, the suspension will carry over into the next season. Any suspension not completed prior to post-season competition will continue throughout the post-season. This also applies in the event of an off-season test. If the student-athlete is unable to participate due to injury or any other reason, the suspension will be served once the student-athlete is cleared for participation.

The student-athlete must pass a medical review by Team Physician and Head Athletic Trainer prior to return to activity. Subsequent testing and/or diagnostic procedures deemed necessary by the Team Physician may be required as well. The Team Physician will determine the time needed for a safe return to participation.

Additionally, the student-athlete will schedule an initial meeting with the Health & Counseling Services Center, at which time future treatment/counseling sessions will be determined. The student-athlete will be required to provide proof to the Sports Medicine staff of a scheduled appointment within twenty-four (24) hours of the notification of a positive test. The attendance
and progress of counseling will be closely monitored by the Sports Medicine staff. The student-athlete will continue in counseling until released by the Director of Counseling Services or his/her designee. If the student-athlete fails to attend two appointments without an excuse from the Counseling Center, all athletic activities will be suspended until a counseling session is attended. If there is an additional absence following the above penalty, immediate suspension from all athletic activity will result and a meeting will be set up with the student-athlete, Head Coach, and Sports Medicine Designee.

The Sports Medicine Designee will coordinate the follow-up to any positive (+) drug test.

Failure to comply with the above Policy will result in an immediate suspension from all athletic activities until the above requirements are met.

**Second Violation.** If a positive result is verified, the Head Athletic Trainer will notify the student-athlete to arrange a meeting with the Head Coach or his/her designee, a representative of the Sport Medicine staff, and Director of Athletics or his/her designee. Upon a second violation of the Drug Policy, the Team Physician and appropriate team Athletic Trainer will again be notified.

Following the student-athlete meeting, the Director of Athletics will, to the extent consistent with FERPA, notify the parent/guardian as well as the spouse, if applicable, of the student-athlete’s positive test result and the treatment and procedures with which the student-athlete is currently to comply. The Director of Athletics will notify this (these) individual(s) via verbal communication as well as certified letter.

Immediately upon notification of the second positive result, the student-athlete will be dismissed from his/her respective team.

**Appeal Process**

Student-athletes who test positive for a banned substance may, within forty-eight (48) hours following receipt of notice of the laboratory finding, contest the finding of the positive results. Upon the student-athlete’s request for additional testing of the sample, the Director of Athletics will formally request B specimen confirmation. The student-athlete may choose to be present at the opening of B specimen at the laboratory drug test at his or her expense. If the student-athlete does not wish to be present at the opening of B specimen, but desires to be represented, arrangements will be made at the student-athlete’s expense for a surrogate to attend the opening of B specimen. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of B specimen. B specimen findings will be final, subject to the results of any appeal. If B specimen results are negative, the drug test will be considered negative.

Student-athletes who test positive, or who dispute that they have refused or failed to take a required test, under the terms of the Lewis University Drug and Alcohol Policy, will be entitled
to a hearing with the Drug Testing Appeals Committee or his/her designee. Requests for such a hearing must be in writing by completion of the Appeal Notification Form (Appendix F) and received by the Drug Testing Appeals Committee Chair within seventy-two (72) hours of notification of a positive test result. If the seventy-two (72) hours would end on a weekend or holiday, the request must be made by noon on the next business day.

In addition, the Drug Testing Appeals Committee will evaluate any requests for hearings based on special or exceptional circumstances surrounding the drug testing policy, but not related specifically to test results. The student-athlete must put his/her request and the reason for the request in writing and submit it directly to the Chair of the Drug Testing Appeals Committee. The Drug Testing Appeals Committee will evaluate the request and notify the student-athlete if a hearing is to be held.

The Drug Testing Appeals Committee shall consist of the following:

- Head Athletic Trainer (Chair)
- Team Physician
- Director of Health Services
- Faculty Athletic Representative
- Chair Intercollegiate Athletic Advisory Committee

The student-athlete may have an advocate or other representative present as a silent participant at the hearing if the student so desires. However, the student-athlete must present his or her own case. The meeting should take place at the next scheduled Committee meeting or sooner in the event of unique circumstances. All sanctions resulting in the positive test apply until the appeals process is finalized. Either the student-athlete or the other parties involved may request an extension of time to the Drug Testing Appeals Committee Chair or his/her designee, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be open to only those persons deemed necessary by the Director of Athletics.

The decision by a majority vote of the Drug Testing Appeals Committee regarding the test results or refusal/failure to take a required test shall be final. Sanctions for a positive result or a refusal/failure to take a required test are described in these procedures and are not subject to further appeal.

### Safe Harbor Program

A student-athlete eligible for the Lewis University Safe Harbor Program may refer himself or herself to the Program for voluntary evaluation and counseling. A student is not eligible for the
Program after he or she has been informed of an impending drug test or after having received a positive Lewis University or NCAA drug test.

Lewis University will work with the student-athlete to prepare a Safe Harbor treatment plan, which may include follow-up drug testing as determined by Director of Counseling Services, Team Physician, Athletic Trainer, Athletic Director or his/her designee. During that time the level of banned substance will be monitored by the Head Athletic Trainer, and Director of Athletics. If the student-athlete tests positive for a banned substance upon entering the Safe Harbor Program, that positive test will not result in any administrative sanctions unless the student tests positive at a higher level of banned substance, a different banned substance, or if the student-athlete fails to comply with the treatment plan. Based upon a medical review by the Team Physician and Head Athletic Trainer, the student-athlete may be disqualified from play or practice if medically indicated. The examination may consist of diagnostic tests to determine any potential risks the drug use poses to the student-athlete’s welfare. A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time determined by the treatment plan. A student-athlete will not be permitted to enter the Safe Harbor Program thirty (30) days prior to NCAA or Conference post-season competition.

If a student-athlete tests positive at a higher level of banned substance at any point in the Safe Harbor Program, a different banned substance from which he or she entered the Safe Harbor Program, or fails to comply with the Safe Harbor treatment plan, the student-athlete will be penalized at the equivalent of receiving an initial positive. An initial Safe Harbor positive test will be treated as a first positive and a subsequent positive as a second positive, subject to the sanctions explained in this Policy.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will be included in the list of students eligible for random drug testing by Lewis University. Student-athletes in the Safe Harbor Program may be selected for drug testing by the NCAA.

Student-athletes will be removed from the Safe Harbor Program once they have completed counseling, contain no trace of any banned substance being tested for, and completed all other requirements determined by the treatment plan.

The Director of Athletics, the Director for Compliance, the Head Coach, the Head Athletic Trainer, and the Team Physician will be informed of the student-athlete’s participation in the Safe Harbor Program. The Athletic Trainer assigned to that sport also may be notified, if medically appropriate. Assistant Coaches may be informed at the discretion of the Head Coach. Other University employees may be informed only to the extent necessary for the implementation of this Policy.
I, ___________________________ would like to disclose the following substance(s) which I consume as a dietary supplement other than those prescribed by a medical doctor. I understand that labeling on these products can be misleading and inaccurate, and that advice of sales personnel may be inaccurate. Terms such as “healthy” or “naturally occurring” do not necessarily imply safety nor do they imply that the NCAA or Lewis University approves these substances. Ultimately, I am responsible for knowing what is contained in any supplement that I may take.

1. Brand Name: __________________________________________
   Description: __________________________________________

2. Brand Name: __________________________________________
   Description: __________________________________________

3. Brand Name: __________________________________________
   Description: __________________________________________

4. Brand Name: __________________________________________
   Description: __________________________________________

5. Brand Name: __________________________________________
   Description: __________________________________________

   Student-Athlete Signature       Date       Sports Medicine Staff Signature       Date
I, ____________________________, under the reasonable suspicion Lewis University Athletic Dept. Staff Member clause that is outlined in the Lewis University Department of Athletics Drug and Alcohol Policy, report the following objective sign(s), symptom(s) or behavior(s) that I reasonably believe warrant __________________________ being referred to the Athletic Director. The following sign(s), symptom(s) or behavior(s) were observed by me over the past ______ hours and/or ______ days.

Please check below all that apply:

The Student-Athlete has shown:

_____ irritability
_____ loss of temper
_____ poor motivation
_____ failure to follow directions
_____ verbal outburst (e.g., to faculty, staff, teammates)
_____ physical outburst (e.g., throwing equipment)
_____ emotional outburst (e.g., crying)
_____ weight gain
_____ weight loss
_____ sloppy hygiene and/or appearance

The Student-Athlete has been:

_____ late for practice
_____ late for class
_____ not attending class
_____ receiving poor grades
_____ staying up too late
_____ missing appointments
_____ missing/skipping meals

The Student-Athlete has demonstrated the following:

_____ dilated pupils
_____ constricted pupils
_____ red eyes
_____ smell of alcohol on the breath
_____ smell of marijuana
_____ staggering or difficulty walking
_____ constantly running and/or red nose
_____ recurrent bouts with a cold or the flu (give dates ______________________)
_____ over stimulated or “hyper”
_____ excessive talking
_____ withdrawn and/or less communicative
_____ periods of memory loss
_____ slurred speech
_____ recurrent motor vehicle accidents and/or violations (give dates ____________)
_____ recurrent violations of Lewis University Student Code of Conduct

Other specific objective findings include:

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
Signatures

Print Name of Athletic Dept. Staff

Signature of Athletic Dept. Staff

Date

Reviewed By:

Department of Athletics Drug and Alcohol Committee Chair/Designee

Date
Appendix C

NCAA Banned Drugs

The NCAA bans the following classes of drugs:
   a. Stimulants
   b. Anabolic Agents
   c. Alcohol and Beta Blockers (banned for rifle only)
   d. Diuretics and Other Masking Agents
   e. Street Drugs
   f. Peptide Hormones and Analogues
   g. Anti-estrogens
   h. Beta-2 Agonists

Note: Any substance chemically related to these classes 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.

Drugs and Procedures Subject to Restrictions:
   b. Local Anesthetics (under some conditions).
   c. Manipulation of Urine Samples.
   d. Beta-2 Agonists permitted only by prescription and inhalation.
   e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

NCAA Nutritional/Dietary Supplements Warning:
   Before consuming any nutritional/dietary supplement product, review the product
   for its suitability and potential to contain banned substances with your health care
   provider and/or the Resource Exchange Center.

   • Dietary supplements are not well regulated and may cause a positive drug test result.
   • Student-athletes have tested positive and lost their eligibility using dietary supplements.
   • Many dietary supplements are contaminated with banned drugs not listed on the label.
   • Any product containing a dietary supplement ingredient is taken at your own risk.
Some Examples of NCAA Banned Substances in Each Drug Class

NOTE: There is no complete list of banned drug examples!!
Before you consume any medication or supplement you should consult with your health care provider and/or the Resource Exchange Center.

Stimulants:
amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); etc.

Exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents – (sometimes listed as a chemical formula, such as 3,6,17-androstentriione)
boldenone; clenbuterol; DHEA; nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

Alcohol and Beta Blockers (banned for rifle only):
alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics (water pills) and Other Masking Agents:
bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs:
heroin; marijuana; tetrahydrocannabinol (THC) – no other substances are classified as NCAA street drugs.

Peptide Hormones and Analogues:
growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

Anti-Estrogens:
anastrozole; tamoxifen; formestane; 3,17-dioxo-etiochol-1,4,6-triene(ATD), etc.

Beta-2 Agonists:
bambuterol; formoterol; salbutamol; salmeterol; etc.

Any substance that is chemically related to the class of banned drugs is also banned! (unless otherwise noted)
NOTE: Information about ingredients in medications and nutritional/dietary supplements can be obtained by contacting the Resource Exchange Center, REC, 877-202-0769 or www.drugfreesport.com/rec password ncaa1, ncaa2 or ncaa3.
Appendix D

1. Upon entering the collection station, the athlete will provide photo identification and/or a client Representative / site coordinator will identify the athlete and the athlete will officially enter the station.

2. The athlete will select a sealed collection beaker from a supply of such and will record his/her initials on the collection beaker’s lid.

3. A collector serving as validator, will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen until a volume of at least 50 mL is provided (100 mL if testing for anabolic steroids).

4. Validators who are of the same gender as the athlete must observe the voiding process and must be members of the official drug-testing crew. The procedure does not allow for validators to stand outside the immediate area or outside the restroom. The athlete must urinate in full view of the validator (validator must observe flow of urine). The validator must request the athlete raise his/her shirt high enough to observe the midsection area completely ruling out any attempt to manipulate or substitute a sample.

5. Athletes may not carry any item other than his/her beaker into the restroom when providing a specimen. Any problem or concern should be brought to the attention of the collection crew chief or client representation for documentation. Athletes will rinse and dry hands, with water only, prior to urination, and wash with soap and water following urination.

6. Once a specimen is provided, the athlete is responsible for keeping the collection beaker closed and controlled.

7. Fluids and food given to athletes who have difficulty voiding must be from sealed containers (approved by the collector) that are opened and consumed in the station. These items must be caffeine- and alcohol-free and free of any other banned substances.

8. If the specimen is incomplete, the athlete must remain in the collection station until the sample is completed. During this period, the athlete is responsible for keeping the collection beaker closed and controlled.

9. If the specimen is incomplete and the athlete must leave the collection station for a reason approved by the collector, specimen must be discarded.

10. Upon return to the collection station, the athlete will begin the collection procedure again.

11. Once an adequate volume of the specimen is provided, the collector who monitored the furnishing of the specimen by observation will sign that the specimen was directly validated. The collector will check the specific gravity and, if in range, measure the pH of the urine in the presence of the athlete.

12. If the urine has a specific gravity below 1.005 (1.010 if measured with a reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
13. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.

14. If the urine has a specific gravity above 1.005 (1.010 if measured with a reagent strip) and the urine has a pH between 4.5 and 7.5 inclusive, the specimen will be processed and sent to the laboratory.

15. The laboratory will make final determination of specimen adequacy.

16. If the laboratory determines that an athlete’s specimen is inadequate for analysis, at the client’s discretion, another specimen may be collected.

17. If an athlete is suspected of manipulating specimens (e.g., via dilution), the client will have the authority to perform additional tests on the athlete.

18. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the athlete will select a specimen collection kit and a uniquely numbered Chain of Custody Form from a supply of such.

19. A collector will record the specific gravity and pH values.

20. The collector will pour approximately 35 mL of the specimen into the “A vial” and the remaining amount (approximately 15 mL) into the “B vial” (another A=35 mL, B=15 mL in a second split sample kit for anabolic steroid testing, which will be shipped to a WADA accredited laboratory) in the presence of the athlete. Therefore, two split sample kits will be used when testing for both “drugs of abuse” and anabolic steroids. The vials will be packaged identically, but shipped to two different laboratories.

21. The collector will place the cap on each vial in the presence of the athlete; the collector will then seal each vial in the required manner under the observation of the athlete and witness (if present).

22. Vials and forms (if any) sent to the laboratory shall not contain the name of the athlete.

23. All sealed specimens will be secured in a shipping case. The collector will prepare the case for forwarding.

24. The athlete, collector and witness (if present) will sign certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded. If deviations are alleged, the athlete will be required to provide another specimen.

25. After the collection has been completed, the specimens will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.

26. The specimens become the property of Lewis University.

27. If the athlete does not comply with the collection process, the collector will notify the client representative/site coordinator.
# Drug Testing Follow-up Meeting

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<tr>
<th>Student-Athlete:</th>
<th>Date:</th>
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<table>
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<tr>
<th>Violation # (1, 2)</th>
<th>Test Date:</th>
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<th>Witnesses:</th>
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<tr>
<th>Mailing Address of Parent/Guardian:</th>
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<tr>
<th>Parent/Guardian Name and Telephone:</th>
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<tbody>
<tr>
<td>Name: _____________________________</td>
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<td>Phone: ( ____ ) -</td>
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<tr>
<th>Mailing Address of Spouse (If Applicable):</th>
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| Spouse Telephone: ________________________ |

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<tr>
<th>Student-Athlete Informed of Current Penalties:</th>
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<tr>
<th>Student-Athlete Informed of Future Penalties:</th>
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Student-Athlete Comments:___________________________________________

___________________________________________

___________________________________________

Follow-up:_______________________________________________________

Appeal Declaration (Appeal Notification Form, Appendix F) Yes / No

By signing below the Student-Athlete acknowledges that the information contained here in was shared with him, and consents to Lewis University disclosing to Student-Athlete’s parent/guardian and spouse his/her violation of Lewis University’s policy on drug use in athletics, the circumstances thereof and information necessary to the follow-up program.

Student-Athlete Signature:______________ Date:___________

Witness:_________________________ Date:___________

Witness:_________________________ Date:___________
Appendix F

Notification of Appeals Form

This form is to be submitted to the Director of Athletics or his/her designee within seventy-two (72) hours of being notified of a positive drug test. This form will be forwarded to the Drug Testing Appeals Committee Chair for notification of a pending meeting with the student-athlete and those deemed necessary for clarification.

Student-Athlete Name: ________________________________

Phone Number: ________________________________

Date of Drug Test: ________________________________

Date of Notification of Results: ________________________________

Date of Notification of Appeal: ________________________________

Reason for Appeal: ________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

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Student-Athlete Signature / Date ________________________________ Director of Athletics / Date ________________________________
Lewis University
Department of Athletics
Drug and Alcohol Policy Consent Form

I ________________________________, certify that I have read and understand the foregoing Lewis University Department of Athletics Drug and Alcohol Policy and I understand that I must abide by the requirements set forth therein. I understand this serves as my notice to be tested at any time from here forward as long as I am a student-athlete at Lewis University.

I further acknowledge that I am responsible for decisions regarding the use of Dietary Supplements and medications, and that Lewis has advised me to consult with my health care provider regarding the suitability and risk of using any such substances. I understand and agree that Lewis is not responsible for my decisions in this regard and I will not seek to hold them liable should my use of Dietary Supplements or medications lead to adverse health consequences or loss of competitive eligibility.

This the _______________ day of ___________________, 20________.

____________________________________________________________________
Signature of Student-Athlete Print Full Name

____________________________________________________________________
Student ID #

Signature of Parent/Guardian (if student-athlete is under 18)