



# Department of Athletics

## Drug & Alcohol Education and Testing Program

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### 1. **Introduction**

The following policy statement has been adopted and shall be administered by the Huston-Tillotson University Athletic Department. Huston-Tillotson University reserves the right to make changes to this policy as needed, and this Policy should not be construed to create a contract between a student-athlete and Huston-Tillotson University. Please note this policy represents the Huston-Tillotson University Drug & Alcohol Education and Testing Program, which is separate and distinct from the NAIA drug-testing program (including all sanction phases) and its Conference members. Information regarding the NAIA drug-testing program is available at [www.naia.org](http://www.naia.org).

Huston-Tillotson University is concerned with the health, safety and welfare of the student-athletes who participate in its programs and represent the college in competitive athletics. Substance abuse is one of the most important issues facing athletics and society today. The use of illegal drugs, misuse of legal drugs and dietary supplements, use of performance-enhancing substances, use of alcohol and inappropriate use of tobacco are inconsistent with the standards expected of student-athletes at Huston-Tillotson University. Substance use and abuse in sport can pose risks to a student-athlete's health/safety and negatively affect his/her academic and athletic performance. Substance use and abuse in sport may also compromise the integrity of athletic competition and the ideals of Huston-Tillotson University.

For the purposes of this policy, "student-athlete" shall mean any student at Huston-Tillotson University who participates in any Athletics Department sponsored sporting event and/or practice.

### 2. **Purpose**

The Athletic Department believes that random drug testing and testing based on reasonable suspicion are appropriate to ensure the health, safety and welfare of our student-athletes, to promote fair competition in intercollegiate athletics, to affirm compliance with applicable rules and regulations on drug and alcohol abuse, to identify student-athletes who are improperly using drugs or alcohol and to assist them before they harm themselves or others. Furthermore, the Athletic Department recognizes its responsibility to provide educational programming that will support a positive decision-making process and rehabilitative program for those who test positive.

The intent of these policies is to prevent substance use and abuse by student-athletes through education, testing, and professional guidance.

- Education - providing student-athletes and athletic staff with accurate information about the problems and effects associated with substance use in sport, promoting health and safety in sport;
- Testing - analyzing biological specimens to detect prohibited substances student-athletes may introduce to their bodies and associated sanctions resulting from use detailed in this policy; and
- Professional Referral - facilitating appropriate treatment and rehabilitation of student-athletes.

### **3. Objectives**

- Deter and detect illegal drug use among our student body.
- Promote the five core values of the NAIA Champions of Character Program to a meaningful level that Huston-Tillotson University can truly be proud of.
  - RESPECT - Respect your teammates, your opponents and the game by engaging in competition.
  - RESPONSIBILITY - Encourage, support and hold accountable behavior that is responsible both on and off the court. Accountability.
  - INTEGRITY - Promote and preserve the integrity of Huston-Tillotson University and NAIA athletics and the welfare of student-athletes. Be who we say we are. Our "yes" means "yes" and our no means "no". The heart of character.
  - SPORTSMANSHIP - Model good sportsmanship both on and off the court by enforcing and ensuring fair play. Enter competition with student-athletes who are indeed playing by the rules.
  - SERVANT LEADERSHIP - Do everything we can to ensure that we are being represented on the court and field by individuals who take being a role model seriously. Raise the profile of our campus and local community by monitoring and enforcing drug free participation and share enthusiasm and commitment to being true role models that others can be proud of and can look up to.
- Provide educational experiences in order to have informed athletes who are fully aware of the consequences and dangers of substance abuse and illegal drug use (short-term and long-term).
- Develop intervention programs to provide athletes with a support system for rehabilitation and educational awareness. Identify and retain the right student-athletes in athletic programs by encouraging them to accept the responsibilities and consequences of the university drug education and testing program. The face of the athletic program and Huston-Tillotson University is protected by filtering out student-athletes who do not hold themselves to the highest of standards.
- Enforce consistent consequences throughout our athletic programs for violations of a clearly defined policy. Have both random testing, as well as a clearly defined policy for the right to test anyone who "falls under reasonable suspicion" for Drugs of Abuse or Performance Enhancers.
- Screen and help ensure that the institution properly represented student-athletes and the presentation of Huston-Tillotson. Take responsibility in ensuring Huston-Tillotson's compliance with the NAIA's Substance Abuse Policy.

### **4. Alcohol, Tobacco and Other Drug Education**

Participants who are educated about substance use in sport are more likely to make informed and intelligent decisions about usage. Huston-Tillotson University will conduct a drug and alcohol education program for student-athletes a minimum of once a year. These educational programs will be designed to review athletic department, institutional, conference, and national governing body policies related to alcohol, tobacco and other drugs. Appropriate educational materials will be made available to participants including this Policy and a list of banned substances. Dietary supplements and their inherent risks will be discussed. All student-athletes and athletics staff members are required to attend. Make-up sessions are available for participants who must miss a scheduled educational session for an approved reason. In addition to educating student-athletes and athletics staff about the various policies, a review of the institutional drug-testing program will be conducted. Time will be allowed for questions from participants. In addition, special educational programs may be arranged to provide participants the opportunity to learn more about the dangers of specific substances or behaviors related to health and safety.

## **5. Consent to Participate**

As a condition of participation in intercollegiate athletics at Huston-Tillotson University, each student-athlete will be required to sign a consent form agreeing to undergo drug and alcohol testing and authorizing release of test results in accordance with this policy (See Appendix A). By signing this consent form, the student-athlete understands it is the right of every sport team to administer specific team policies that include additional or more severe sanctions than that of this department-wide policy. Failure to consent or to comply with these requirements of this policy will result in suspension from participation or termination of eligibility to participate in intercollegiate athletics at Huston-Tillotson University. Each student-athlete annually will be given access to a copy of the institutional policy and will be required to participate in an informative session describing alcohol, tobacco and other drug education and testing policies. Additionally, student-athletes will be given an opportunity to ask any questions regarding the information contained in the policy, the testing program, or other related issues prior to signing the drug-testing consent form.

## **6. Alcohol Policy**

The alcohol policy for "of age" student-athletes will be applied on a team-by-team, year-by-year basis. It is the responsibility of every member of the college community to be aware of the risks associated with alcohol use and abuse. Consistent with the University community, the Department of Athletics views the use of alcohol to be incompatible with the goal of athletic excellence. Student athletes are required to conduct themselves in accordance with institutional policies, and federal, state and local laws. This extends to the recruitment of prospective Huston-Tillotson University student-athletes. Prospective student-athletes visiting campus and socializing with current students are not permitted to participate in any activities that will permit the use of alcohol. It should be understood that possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of state liquor laws (Minor in Possession/MIP). Likewise, it is illegal for anyone to supply alcoholic beverages to persons under the age of 21.

A positive test for alcohol during any Athletic Department event or travel to/from such an event for any student-athlete may result in the sanctions set forth in this policy.

The Athletic Department may suspend any student-athlete upon a charge, conviction or plea of guilty to any of the following:

- Driving under the influence (DUI/DWI) or other motor vehicle violations involving alcohol or drugs;
- Public intoxication;
- Drunk and disorderly;
- Other violations of local, state, or federal law involving alcohol or drugs, including possession;
- Other violations of local, state, or federal law involving alcohol or drugs and acts of violence;
- Violations of the Huston-Tillotson University Student Code of Conduct involving alcohol or drugs; or
- Minor in Possession.

## **7. Tobacco Policy**

The use of tobacco products is prohibited by all game personnel (e.g. coaches, student-athletes, Athletic Trainers, managers and game officials) in all sports during practice and competition. A student-athlete who violates this tobacco policy will be sanctioned for a "first offense" as outlined in the penalty section of this policy. The Director of Athletics or his/her designee will sanction other game personnel who violate this tobacco policy on a case-by-case basis.

## **8. Dietary Supplements**

Huston-Tillotson University Department of Athletics personnel will not distribute or encourage the use of any dietary supplements or ergogenic aids. Many dietary supplements or ergogenic aids contain banned substances. Oftentimes the labeling of dietary supplements is not accurate and is misleading. Terms such as "healthy" or "all natural" do not mean supplements do not contain a banned substance or are safe to use. Dietary supplements may cause positive drug tests. Student-athletes who are currently taking dietary supplements or intend to take any are required to review the product with a full-time Athletic Trainer or Nutritionist. Student-athletes are solely responsible for any substance that they ingest.

By signing the Huston-Tillotson University Drug/Alcohol Education & Testing Program Consent Form, the student-athlete:

1. Acknowledges that he/she understands that they are to disclose all dietary supplements used to a full-time Athletic Trainer on staff;
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 Huston-Tillotson University policies with regard to the use of dietary supplements;
4. Accepts any and all liability if they have in the past used, continue to use, and/or use at any time in the future, dietary supplements in any form; and releases the Huston-Tillotson University, its agents, and all personnel of any and all responsibility and liability related to such use.

## **9. Prohibited Drugs/Substances**

The drug and/or alcohol screening process may include analysis of, but is not limited to, the NCAA list of banned-drug classes (See Appendix B). For an ongoing updated listing of the banned-drug list view the NCAA's web site at [www.ncaa.org](http://www.ncaa.org). Prohibited substances that Huston-Tillotson University may screen for include, without limitation, alcohol, marijuana, synthetic designer drugs such as K2 and Bath Salts, PCP, opiates, MDMA (Ecstasy), amphetamines/methamphetamines, cocaine, masking agents/diuretics, and anabolic steroids. Huston-Tillotson University requires that all student-athletes keep the athletic training staff and/or team physician aware of any prescribed drugs and dietary supplements that he or she may be taking. Huston-Tillotson University reserves the right to test for substances not contained on the NAIA or NCAA banned-drug list and may test at cut off levels that differ from the NAIA or NCAA program.

## **10. Specimen Analysis**

The drug and/or alcohol screening process may include, but are not limited to, the following biological specimen collection methods:

- Urine Testing. The collection process and protocol can be found in Appendix C
- Breath Analysis. The collection process and protocol can be found in Appendix C

## **11. Selected Types of Drug Testing**

- Unannounced Random Testing  
All student-athletes who have signed the institutional drug-testing consent form and are listed on the institutional squad list are subject to unannounced random testing. Strong Medicine or its designee will select the student-athletes from the official institutional squad lists by using a computerized random number program and notify the Director of Athletics or his/her designee of the student-athletes selected for testing.

- Pre-season Screening  
Student-athletes are subject to pre-season drug testing and may be notified of such by the Director of Athletics any time prior to their first competition.
- Reasonable Suspicion Screening  
A Huston-Tillotson University student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is individualized reasonable suspicion to believe the participant is using a prohibited drug. Such reasonable suspicion may be based on objective information as determined by any full-time Huston-Tillotson University faculty or staff member and deemed reliable by the Director of Athletics or his/her designee. Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) Arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, or 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal involvement (See Appendix D). If suspected, the Director of Athletics or his/her designee will notify the student-athlete and the student-athlete must stay with a member of their coaching staff, the athletics administration staff, or the sports medicine staff, or campus security until an adequate specimen is produced. Note: The possession and/or use of illegal substances may be determined by means other than urinalysis. When an individual is found to be in possession and/or using such substances, he/she will be subject to the same procedures that would be followed in the case of a positive urinalysis.
- Postseason/Championship Screening  
Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student-athletes at any time within thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he or she will not be allowed to compete at the post-season event and will be subject to the sanctions herein.
- Re-entry Testing  
A student-athlete, who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug or alcohol violation, will be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.
- Follow-up Testing  
A student-athlete who has returned to participation in intercollegiate sports following a positive drug test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the Athletic Director or his/her designee in consultation with the counselor or specialist involved in the student-athlete's case.

As a student of Huston-Tillotson University, the student-athlete may be subjected to harsher university penalties. As in the case with any violation of the student conduct code, any offense, even a first offense, can be punished with sanctions up to and including expulsion, depending on the nature and circumstances of the violation, the prior record of the student, and other factors deemed pertinent.

- **First Offense**

The Head Athletic Trainer will schedule a confidential meeting with the student-athlete, the Director of Athletics or his/her designee and the appropriate head coach to review the positive drug test results. The team physician may also be present if deemed necessary by the Director of Athletics or his/her designee. The student-athlete will be required to notify his/her parent(s) or legal guardian(s) in the presence of the Director of Athletics or his/her designee. The Director of Athletics or his/her designee will also provide written notification to the parent(s)/or legal guardian(s). Upon notification of a first positive offense the student-athlete will be immediately suspended from practice and competition in any intercollegiate sport at Huston-Tillotson University for the equivalent of 30% of a season of competition. If a team completes its competition schedule while a student-athlete is under a first positive sanction, the student-athlete's suspension will be carried over into next season's competition. If an individual is positive during a red shirt year, the student's suspension will continue during the next season of competition. If all other requirements are met, the committee may allow the sanctions to be lifted at the end of the current competitive season with no carry-over into the next competitive season. At the student-athlete's sole expense, the student-athlete will be required to attend drug counseling assessment session(s) with a licensed counselor as determined by the Director of Athletics or his/her designee. The counselor will ask the student-athlete to discuss the nature and extent of his/her involvement with prohibited drugs and/or alcohol. The counselor shall determine the appropriate form(s) of intervention and rehabilitation needed by the student- athlete, based on the circumstances of the case. Failing to comply with the counselor's directions for treatment will be classified as a second offense. The student-athlete will be required to meet with their head Coach and Director of Athletics at the beginning, middle, and end of the six(6) weeks program, approximately every 21 days, to discuss progress and goals. The head Coach will provide documentation of these meetings to the Director of Athletics for the Committee's review before readmission to participation. The student-athlete will be required to undergo re-entry testing and test negative prior to regaining eligibility. The student-athlete will also be subject to follow-up testing for the remainder of their eligibility. Additional testing will be unannounced and will be required at a frequency determined by the Director of Athletics or his/her designee. All costs associated with any counseling session and re-entry testing shall be the sole responsibility of the student-athlete. The student-athlete will forfeit all athletic scholarship monies awarded, if any, for the following semester.

- **Second Offense**

The student-athlete will be permanently suspended from participating in any sport at Huston-Tillotson University. Consistent with all University regulations, the student-athlete will be subject to cancellation of athletic financial aid for the subsequent semester, if any, in the current academic year and non-renewal of the athletic financial aid for the ensuing academic years. The Director of Athletics or his/her designee will notify the student-athlete's parent(s) or legal guardian(s) by telephone and in writing of such decision.

A recommendation will be made that the student-athlete enrolls in an appropriate treatment program. The Department of Athletics will be willing to assist the student-athlete with enrolling in such a treatment program but will not assume any financial responsibility for the student-athlete's treatment program.

## **12. Notification and Reporting for Collections**

The Huston-Tillotson University student-athlete will be notified of and scheduled for testing by the institution. Notifications of testing shall consist of a face-to-face meeting with the student-athlete or a phone conversation with the student-athlete. The Director of Athletics or his/her designee will notify the student-athlete of the date and time to report to the testing station and will have the student-athlete read and sign the Student-Athlete Notification Form (See Appendix E). Failure to appear for a drug test after receiving notification will be considered a positive test and sanctions will be applied accordingly.

The Director of Athletics or his/her designee will be in the testing station to certify the identity of the student-athletes selected. Student-athletes shall provide picture identification when entering the drug-testing station. The Director of Athletics or his/her designee must remain in the collection station until all student-athletes complete the collection process.

***ALL COLLECTIONS AND/OR TESTING UNDER THIS POLICY SHALL BE OBSERVED COLLECTIONS.***

## **13. Laboratory Analysis/Reporting Results**

Urine samples will be collected and sent to an independent SAMHSA and/or World Anti-Doping Agency approved laboratory for analysis. Huston-Tillotson University hereby certifies that any laboratory it engages for the testing of performance enhancing drugs/anabolic agents will abide by the World Anti-Doping Agency code of ethics as it relates to the testing of samples. Furthermore, Huston-Tillotson University hereby certifies that no sample will be sent to a laboratory for the sole purpose of monitoring an athlete for the detection of performance-enhancing substances in order to circumvent a positive drug test. Each sample will be tested in accordance with this policy to determine if banned drugs or substances are present and the appropriate sanctions will apply for positive results.

If the laboratory reports a specimen as substituted, manipulated, or adulterated, the student-athlete will be deemed to have refused to submit to testing and treated as if the test were positive for a banned substance. If the laboratory or preliminary report deems a specimen incomplete or inconclusive, a second testing may occur.

All student-athlete information and records associated with the Huston-Tillotson University drug-testing program will be confidential and will be released only to those individuals with a legitimate need to know.

## **14. Sanctions**

Refusal to sign a consent form prohibits a student-athlete from participating in any intercollegiate sport at Huston-Tillotson University. Any student-athlete who tests positive for a banned substance or who refuses to submit to a required drug test, and/or who violates the terms of the safe harbor program as described in this policy shall be subject to the sanctions below. Notwithstanding anything herein to the contrary, a team physician or full-time Athletic Trainer, in his/her sole discretion, reserves the right to withhold a student-athlete from practice and/or competition if such practice and/or competition would pose a threat to the health and safety of the student-athlete or his/her competitors. However, any decision to restrict a student-athlete from practice and/or competition for health and safety concerns must be based on credible evidence. Only the team physician or full-time Athletic Trainer may release a student-athlete to resume competition and/or practice. All violations of this policy are cumulative. In addition to the athletic department sanctions listed below,

## **15. Individual Team Policy**

Head Coaches of varsity intercollegiate athletic teams have the exclusive prerogative and authority to determine which medically and academically qualified individuals trying out for a varsity team will become and/ or remain members of the team. Exercise of this prerogative is based upon consideration of a number of factors, including ability. Coaches are fully aware of the educational and rehabilitative focus of this Policy, and they are also aware of the impact drugs may have on an individual's ability to perform in practice or competition. Student-athletes should understand that a positive test result will be made known to their respective head coach and that the coach will consider such positive test result(s) in assessing an individual's ability and in determining which individuals should be afforded the privilege of becoming and remaining members of varsity athletic teams representing Huston-Tillotson University. Nothing contained in this Policy shall be construed as preventing a head coach from imposing a more severe sanction than those provided in this Policy.

## **16. Missing A Counseling Session**

It is the responsibility of the student-athlete who makes an appointment with a counselor to keep that appointment. If the student-athlete is not able to keep the appointment he or she is expected to cancel the appointment by telephone, preferably 24 hours in advance but at least by 8:00 a.m. on the day of the appointment. Prior to the appointment, the student-athlete will read and sign an informed consent for evaluation and treatment, which includes an agreement to follow the appointment policies.

Failure to keep or cancel an appointment as stated above may result in suspension from practice and/or competition as determined by the Director of Athletics or his/her designee.

## **17. Voluntary Disclosure/Safe Harbor**

Student-athletes who, prior to notification of any drug test, voluntarily seek help, or disclose that they have a drug or substance abuse issue shall receive all reasonable support and assistance appropriate to facilitate retention and academic, athletic, and social success.

Voluntary disclosure must come prior to any notification of drug testing. After an athlete has been notified of an upcoming drug test, the safe harbor program option no longer applies. Student-athletes who are willing to accept help will be ineligible for competitions during their treatment but may continue to practice if deemed safe by the Director of Athletics, a full-time Athletic Trainer, and/or Team Physician. Student-Athletes must also meet with their Head Coach each 21 days to determine progress and further goals.

Student-athletes may seek counseling either on campus or with an outside source of their choice. Once rehabilitative steps have begun, prior to returning or regaining competitive eligibility, the student-athlete must provide a negative drug test, and pass all random tests for the remainder of their participation. All costs for rehabilitative assistance and re-entry drug testing will be the responsibility of the student-athlete.

A student-athlete may only self-disclose and avoid policy sanctions one time during his or her tenure at Huston-Tillotson University. After the first self-disclosure, Huston-Tillotson University recommends that the student-athlete still voluntarily report if he or she has a drug or substance abuse issue, but sanctions will be followed as outlined in this policy.

If the student-athlete regains his or her eligibility to participate in intercollegiate sports, he or she will be required to undergo unannounced follow-up tests at the discretion of the Athletic Director in consultation with the counselor.

## **18. Appeal**

Student-athletes who test positive for a banned substance by the laboratory retained by the University 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 Director of Athletics will formally request the laboratory retained by the University to perform testing on 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.

Student-athletes who test positive under the terms of the Huston-Tillotson University Drug/Alcohol Education & Testing Program will be entitled to a hearing with the Director of Athletics or his/her designee prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by noon on the next business day. Requests must be in writing and received by the Director of Athletics.

The student-athlete may have an advisor, or any representative other than an attorney, if the student so desires; However, the student-athlete must present his or her own case. The meeting should take place no more than seventy-two (72) hours after the written request is received. The Appeals Committee will consist of individuals internal and/or external to the Athletics Program. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be confidential. The decision by the Appeals Committee regarding the sanction to be imposed shall be final. The student-athlete is suspended from all participation during the appeals process.

## **19. Medical Exceptions**

Huston-Tillotson University recognizes that some banned substances are used for legitimate medical purposes. Accordingly, Huston-Tillotson University allows exceptions to be made for those participants with a documented medical history demonstrating the need for regular use of such a drug. Exceptions may be granted for substances included in the following classes of banned drugs: stimulants, beta blockers, diuretics and peptide hormones. The student-athlete must provide prescription drug documentation to the athletic training staff at the beginning of the academic year. They must also submit any changes that occur throughout the year.

## **20. Confidentiality**

Every effort will be made to maintain confidentiality within the Drug/Alcohol Education and Testing Program. The program has been designed for the protection of all our participants as well as others associated with the athletics program. Any information concerning a student-athlete's alleged or confirmed use of banned substance solicited or received pursuant to implementation of this Policy, shall be restricted to institutional personnel and to parents or guardians as provided herein, except as required by law. The occasion could arise when Huston-Tillotson University is required, or is asked, to cooperate with law enforcement agencies in legal action. Under appropriate circumstances, these requests will be honored.

**Huston-Tillotson University Department of Athletics  
Drug/Alcohol Education & Testing Program  
Student-Athlete Consent Form**

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I, \_\_\_\_\_, hereby acknowledge that I have received a copy of, read, and been given the opportunity to ask questions regarding the Drug/Alcohol Education & Testing Program implemented for the Department of Intercollegiate Athletics at Huston-Tillotson University. I understand the policies, procedures, and my responsibilities as described in that document.

As a condition to my participation in intercollegiate athletics at Huston-Tillotson University, I consent to participate in the Drug/Alcohol Education & Testing Program. I understand that my participation in this program includes the collection and testing of my urine at various times during the full academic year (to include summer) for drugs, alcohol, and/or other banned substances.

I further consent to the release of the results of any drug test to the Director of Athletics or his/her designee, Assistant Director of Athletics, my Head Coach, the Head Athletic Trainer and/or Assistant Athletic Trainers, Team Physician, Appeals Committee and/or my parent(s) or guardian(s). I acknowledge and understand that a copy of this consent form may be sent to my parent(s) or guardian(s) along with a copy of the Drug/Alcohol Education & Testing Program. To the extent set forth in this document, I waive any privilege I may have in connection with such information.

I fully understand that Huston-Tillotson University Drug/Alcohol Education & Testing Program is separate and distinct from the NAIA drug-testing program and its sanctions; however, I also understand that sanctions may be imposed by Huston-Tillotson University under its Drug/Alcohol Education & Testing Program upon any positive result under the NAIA drug-testing program.

Notwithstanding anything to the contrary in the policy, I fully understand that I may be suspended from competition and/or practice by the team physician if credible evidence suggests that such competition or practice poses a health and safety risk to me, my teammates, and/or my competitors.

By signing this document, I release Huston-Tillotson University, its officers, employees, and agents from all legal responsibility and liability for the release of any information or record authorized by this consent form. I fully and forever release and discharge the aforementioned parties from any claims, demands, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated or unanticipated, resulting from my participation in Huston-Tillotson University Drug/Alcohol Education & Testing Program including those claims, demands, rights of action, or causes of action arising out of any positive result under such Drug/Alcohol Education & Testing Program.

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\_\_\_\_\_  
Student-Athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Student-Athlete

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Sport(s)

\_\_\_\_\_  
Parent/Guardian Signature (if a minor)

\_\_\_\_\_  
Date



## 2012-2013 NCAA Banned Drugs

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

**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:**

- a. Blood Doping.
- 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 Nutrition and Dietary Supplements Warning:**

**Before consuming any nutritional/dietary supplement product, review the product with the appropriate or designated athletics department staff!**

- 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.**

- . Note to Student-Athletes: There is no complete list of banned substances.  
Do not rely on this list to rule out any supplement ingredient.

**Check with your Athletic Department Staff prior to using any supplements.**

Some Examples of NCAA Banned Substances in Each Drug Class:

Stimulants:

amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexanamine, "bath salts" (mephedrone) etc.

*exceptions:* phenylephrine and pseudoephedrine are not banned.

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

boldenone; clenbuterol; DHEA (7-Keto); 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); synthetic cannabinoids (eg. spice, K2, JWH-018, JWH-073)

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, 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 the Resource Exchange Center, REC, 877-202-0769 or [www.drugfreesport.com/rec](http://www.drugfreesport.com/rec) password ncaal, ncaa2 or ncaa3.**

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

**College/University:  
Urine Collection Guidelines for Clients**

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1. Only those persons authorized by the University will be allowed in the collection room. The certified collector and client representative will determine the release of a selected student-athlete from the collection room prior to completing the specimen collection process.
2. Upon arrival, student-athlete will provide photo identification and/or a Department designee will identify the student-athlete. The student-athlete will then print his/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 collector and client representative to complete 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 a collector (same gender) to the restroom to provide a specimen. The student-athlete will place a unique barcode onto the beaker. And then rinse his/her hands with water and then dry hands.
5. The 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 collector) that are opened and consumed in the station. These items must be free of any other banned substances.
8. If the specimen is incomplete, the student-athlete must remain in the collection station 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 station for a reason approved by the certified collector and client representative, any 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 collector will escort the student-student-athlete to the specimen processing table;
12. The specimen collector 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 collector observing. The student-athlete must remain in the collection station until another specimen is provided. The student-athlete will provide another specimen.

14. If the urine is concentrated (1:005 SG or higher), the specimen processor will record the specific gravity value on the CCF and then measure the urine's pH if in range (4.5-7.5 inclusive), the specimen processor will record the pH value on the CCF in the appropriate area. If the student-athlete has a pH greater than 7.5 or less than 4.5, the specimen will be discarded by the student-athlete with the collector observing. The student-athlete must remain in the collection station until another specimen is provided. The student-athlete will provide another specimen.
15. Once the specimen processor has determined the specimen has a specific gravity above 1.005 and a pH between 4.5 and 7.5 inclusive, the sample ~~will~~ be processed and sent to the laboratory:
16. If the laboratory determines that a student-athlete's sample is inadequate for analysis, at the client's discretion, another sample may be collected.
17. If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the collector will collect another specimen from the student-athlete.
18. Once a specimen has been provided that meets the m-site specific gravity and pH parameters, the student-athlete will select a sample collection kit from a supply of such.
19. 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 vials above the minimum volume level (35 ml in A vial; 15 mL in B vial) and pour as much urine as possible into vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).
20. 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.
21. The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.
22. The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials 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.
23. The student-athlete is then released by the collector.
24. 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.
25. After the collection has been completed, the samples will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.
26. The samples become the property of the client.
27. If the student-athlete does not comply with the collection process, the collector will notify the University.

**HUSTON-TILLOTSON UNIVERSITY DEPARTMENT OF ATHLETICS  
DRUG TESTING REASONABLE SUSPICION REPORTING FORM**

I \_\_\_\_\_, under the reasonable suspicion clause that is outlined in the Huston-Tillotson Drug & Alcohol Education and Testing Program, report the following objective sign(s), symptom(s) or behavior(s) that I reasonably believe warrant \_\_\_\_\_ be referred to the Director of Athletics or his/her designee for drug testing. The following sign(s), symptom(s) or behavior(s) were observe 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:

- |  |   |
|--|---|
| <input type="checkbox"/> dilated pupils  | <input type="checkbox"/> over stimulated or "hyper"                             |
| <input type="checkbox"/> constricted pupils  | <input type="checkbox"/> excessive talking                                      |
| <input type="checkbox"/> red eyes  | <input type="checkbox"/> withdrawn and/or less                                  |
| <input type="checkbox"/> smell of alcohol on the breath                                | <input type="checkbox"/> communicative periods of memory                        |
| <input type="checkbox"/> smell of marijuana  | <input type="checkbox"/> loss   |
| <input type="checkbox"/> staggering or difficulty walking                              | <input type="checkbox"/> slurred speech   |
| <input type="checkbox"/> constantly running and/or red nose                            | <input type="checkbox"/> recurrent motor vehicle accidents                      |
| <input type="checkbox"/> recurrent bouts with a cold or the flu<br>(give dates _____ ) | <input type="checkbox"/> and/or violations (give dates _____)                   |
|  | <input type="checkbox"/> recurrent violations of the HT Student Code of Conduct |

Other specific objective findings include:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signatures**

\_\_\_\_\_  
Print Name of Athletic Dept. Staff

\_\_\_\_\_  
Signature of Athletic Dept. Staff      Date

Reviewed By: \_\_\_\_\_

\_\_\_\_\_  
Director of Athletics/Designee      Date

Counselor consulted: \_\_\_\_\_  
Name of Counselor Consulted      Date Consulted

Reasonable suspicion finding:    approved      denied

**Huston-Tillotson University Drug & Alcohol Education and Testing Program  
Student-Athlete Notification Form .**

Student-Athlete: \_\_\_\_\_

Date of Notification: \_\_\_\_\_ Time of Notification: \_\_\_\_\_ a.m./p.m.

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I, \_\_\_\_\_, the undersigned:

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

\_\_\_\_\_ on or before \_\_\_ a.m./p.m. date:

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

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

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

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

Student-Athlete's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Institutional Representative retain top portion of completed forms..**

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Cut here----- For Student-Athlete -----

**Student-Athlete:** \_\_\_\_\_

Location of Test: \_\_\_\_\_ Date of Test: \_\_\_\_\_ Time to Report: \_\_\_\_\_

- **Report to the test site with picture photo identification.**
  
- **DO NOT DRINK TOO MANY FLUIDS**