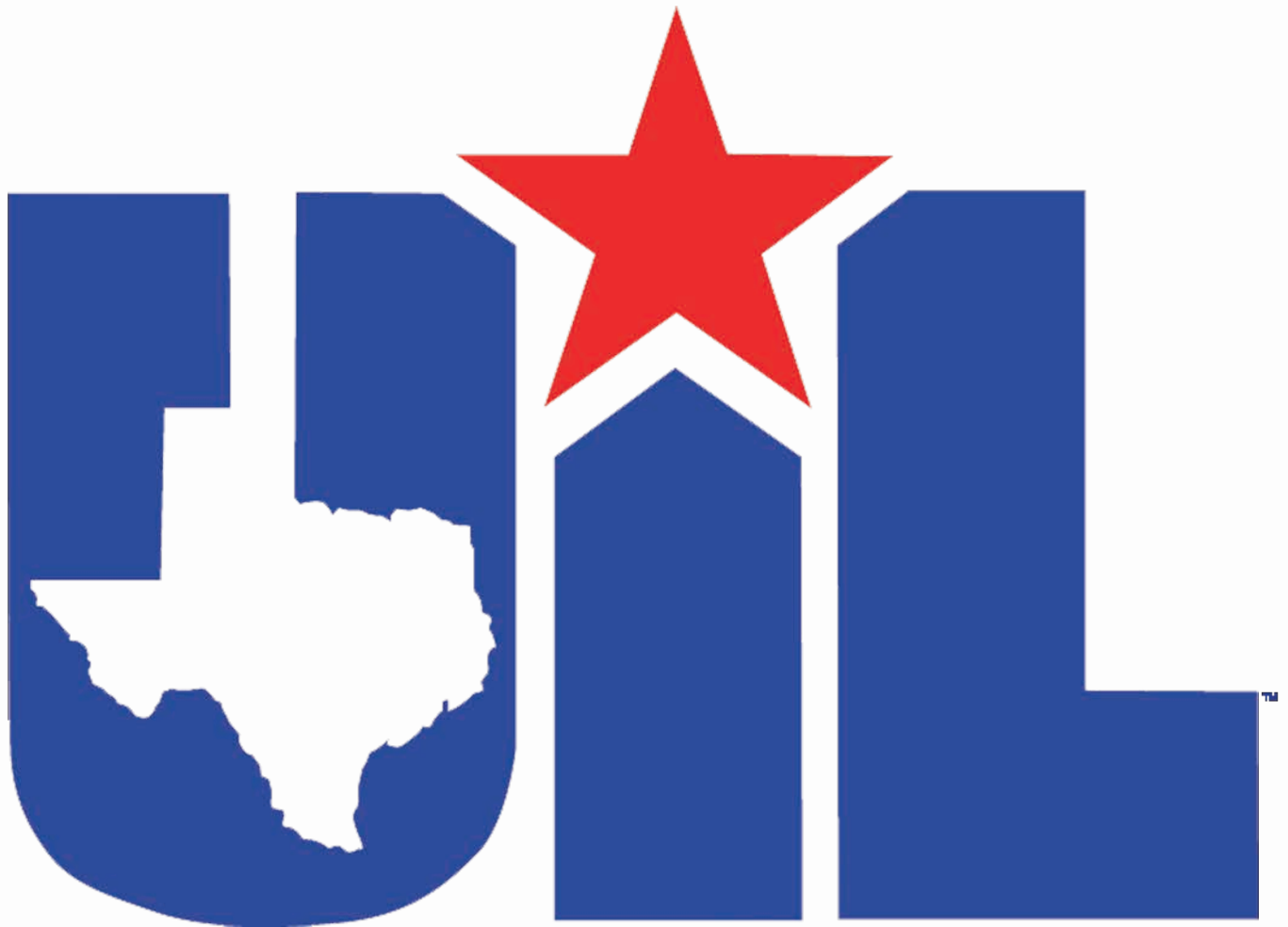


University Interscholastic League



**2011-2012
UIL Anabolic Steroid Testing
Site Coordinator Manual**

Table of Contents

The National Center for Drug Free Sport, Inc.®	3
The Resource Exchange Center™	3
The University Interscholastic League	3
Anabolic Steroid Testing Contacts	4
Anabolic Steroid Testing Personnel and Responsibilities	5
Procedure	
At the Start of the School Year	6
When Your School is Notified of Anabolic Steroid Testing	8
Day of Anabolic Steroid Testing	9
Testing Crews	
Anabolic Steroid Testing Collection Crews	11
UIL Member School and Student-Athlete Selection	12
Student-Athlete Listing Requirements	13
Collection Station Fluids	16
Testing Schedule and Facilities	17
Collection Crew Evaluation Following Testing Events	21
UIL Anabolic Steroid List	22

The National Center for Drug Free Sport, Inc.®

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

The University Interscholastic League (UIL) has selected Drug Free Sport to administer the UIL Anabolic Steroid Testing Program.

The National Center for Drug Free Sport

2537 Madison Avenue

Kansas City, Missouri 64108

Phone: 816.474.8655

Fax: 816.502.9287 or 816.285.1439

www.drugfreesport.com

The Resource Exchange Center™

The National Center for Drug Free Sport, Inc. has partnered with the UIL to provide an easily accessible resource designed to answer questions about its drug-testing program, banned substances and inquiries about dietary supplements. The Resource Exchange Center (REC) is a service solely dedicated to making sure participants are provided with up-to-date, confidential and accurate information on dietary supplements and dangerous or banned substances.

The REC is available 24 hours a day seven days a week by calling the UIL hotline or by logging into: <http://www.drugfreesport.com/rec>, and entering the assigned password. All correspondence with the REC can be done so anonymously, and will be kept confidential. Questions received by the REC will be answered within 24 hours of submission during regular business hours. The REC is available 24 hours a day via the Web. Calls to a person are during normal business hours (8:30am - 5:00pm CST).

The password to the REC for the Texas State High Schools: **texashs** (not case sensitive)

The 800 number to the REC for the UIL: 877-733-1135

The University Interscholastic League

In addition to its anabolic steroid testing program, the UIL offers additional health and safety information to its member schools. To find out more about the health and safety information offered by the UIL, contact:

University Interscholastic League

Box 8028

Austin, TX 78713

Phone: 512.471.5883

Fax: 512.471.6589 or 512.471.5908

<http://www.uil texas.org/health/steroid-information>

Contact Information

Chris Nordby
Director of High School Drug Testing
816.474.8655 x126
816.985.2209(cell)
cnordby@drugfreesport.com

- High school drug-testing program oversight.
- Contact for drug-test results
- Assistance with www.ncdfs.com
- Contact for UIL drug-testing notifications
- Collection crew issues
- Scheduling of tests

Daniel Regan
Director of Media Relations
816.474.8655 x123
Dregan@drugfreesport.com

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

Eric Patterson
Director of the Resource Exchange Center
816.474.8655 x129
epatterson@drugfreesport.com

- Contact for supplement and banned drug inquiries.

NOTE: The following information should be used as a resource for UIL member school administrators for the UIL Anabolic Steroid Testing Program. The anabolic steroid testing program encompasses testing only during the academic school year.

Anabolic Steroid Testing Personnel and Responsibilities

The following individuals at any UIL member school have key roles when UIL anabolic steroid testing is conducted on campus:

- The Member School Representative (MSR)
- Testing Site Coordinators (TSC).

The MSR is a representative of the selected UIL member school, who is the primary liaison between the testing company and the school and is responsible for assisting the testing crew with notification and identification of the student-athletes selected for testing.

A TSC is a representative of the UIL member school, who is responsible for assisting the testing crew by providing an adequate collection station, as outlined in this document, in which to administer anabolic steroid testing. Each UIL member school will appoint one male TSC and one female TSC for their campus.

At the Start of the School Year

At the beginning of each school year, UIL member schools shall identify one (1) Member School Representative (MSR) and two (2) individuals (one male and one female) to serve as Testing Site Coordinators (TSC) to assist with the crew chief assigned to that testing event.

Your school must have obtained the required acknowledgement and consent forms from each high school student-athlete as listed below.

A Student-athlete is prohibited from participating in an athletic competition sponsored or sanctioned by the UIL unless:

- 1) the student-athlete agrees not to use anabolic steroids; and,
- 2) if enrolled in high school, the student-athlete submits to random testing for the presence of anabolic steroids in the student-athlete's body; and
- 3) the school obtains from the student-athlete's parent, a UIL approved acknowledgement and consent form signed by the parent and acknowledging that:
 - a) the parent or guardian's child, if enrolled in high school, may be subject to random anabolic steroid testing; and
 - b) the parent or guardian consents to such testing; and
 - c) state law prohibits possessing, dispensing, delivering,

Procedure (cont.)

or administering a steroid in a manner not allowed by state law;

- d) state law provides that bodybuilding, muscle enhancement, or the increase of muscle bulk or strength through the use of a steroid by a person who is in good health is not a valid medical purpose;
- e) only a licensed practitioner with prescriptive authority may prescribe a steroid for a person; and
- f) a violation of state law concerning steroids is a criminal offense punishable by confinement in jail or imprisonment in the Texas Department of Criminal Justice.

The UIL Parent and Student Notification/Agreement Form for Illegal Steroid Use and Random Steroid Testing addresses all the above requirements.



When Your School is Notified of Anabolic Steroid Testing

For anabolic steroid testing events, the MSR and TSCs will be officially notified of the anabolic steroid testing event a minimum of twenty-four (24) hours (1 business day) but no more than forty-eight (48) hours (2 business days) before the day of testing by Drug Free Sport. Drug Free Sport will notify the MSR and the two TSCs by either facsimile or by email.

The MSR, TSCs and/or any other school personnel notified of an anabolic steroid testing event are required to keep such notification confidential. **Failure of the MSR, TSC(s) and/or any other school personnel so notified to keep such notification information confidential will be considered a violation of UIL rules** and appropriate sanctions from the range of penalties in section 27 of the UIL Constitution and Contest Rules will be applied.

Upon notification that their school has been selected for an anabolic steroid testing event, the MSR will be required to provide an accurate and current list of all student-athletes in grades 9-12 participating in UIL athletic activities at the their school to Drug Free Sport for student-athlete random selection.

The MSR will be required to submit the list within the time frame specified by Drug Free Sport in their notification. The school is required to utilize the UIL Anabolic Steroid Testing Student-Athlete Listing Form, which is available for download on the UIL web site.

The TSCs must select the facilities required for anabolic steroid testing (see Testing Schedule and Facilities on page 17).

Day of Anabolic Steroid Testing

Upon arrival at the selected school, the anabolic steroid testing crew chief will provide the MSR with a list of the randomly selected student-athletes for anabolic steroid testing. The randomly selected student-athletes will be notified of and scheduled for anabolic steroid testing by the MSR. The MSR, will notify the student-athlete in person to report immediately to the collection station.

The MSR will have the student-athlete read and sign the UIL Student-Athlete Notification Form. The time of notification will be recorded on the form. The student-athlete will report for anabolic steroid testing immediately upon notification. Student-athletes should be reminded to bring photo identification (if available) to the test site.

The MSR will schedule the appropriate number of student-athletes to report to anabolic steroid testing as agreed upon by the crew chief and MSR to allow for proper room control. All student-athletes should not be scheduled to arrive at the same time.

UIL member school personnel will be present in the collection station at all times to certify the identity of student-athletes who cannot provide photo identification and will be responsible for security of the collection station at all times.

Only those persons authorized by the crew chief or the UIL member school TSCs will be allowed in the collection station. Should there be disagreement over who is allowed in the collection station, the decision of the crew chief will prevail.

Procedure (cont.)

The TSCs may provide fluids for student-athletes during the anabolic steroid test if necessary(see Collection Station Fluids to follow in this manual).

Student-athletes should be warned that over-hydrating will increase the time they spend in anabolic steroid testing. The crew tests the specific gravity of the specimen and dilute specimens will delay the process. No more than three alkaline specimens will be collected. The third alkaline specimen will be packaged and sent to the Laboratory.



Anabolic Steroid Testing Collection Crews

Drug Free Sport provides the collection crews for each UIL anabolic steroid testing event.

Collection crews are comprised of a crew chief and testing crew members that assist the crew chief. Testing crews could consist of a crew chief, collector, monitor and processing collector. Members of the crew can, and often do, perform multiple roles within the testing crew.

Crew chiefs are trained and certified sports anabolic steroid testing collectors. Each crew chief is responsible for training the collection crew.

No member of an anabolic steroid testing crew may participate in anabolic steroid testing at a UIL member high school at which they are employed, or at which they would have any other conflict of interest as determined by the UIL.

The crew chief will make travel and lodging arrangements for his/her crew. Crews will provide their own transportation.

Transportation of specimens to the laboratory and any supplies to Drug Free Sport are the responsibility of the crew chief.

NOTE: After the Anabolic Steroid Testing, the TSCs are requested to submit the collection crew evaluation provided by the crew chief.

The crew chief will bring a form for the MSR or TSC to fill out and fax back to DFS.

UIL Member School and Student-Athlete Selection

The method for randomly selecting UIL member high schools or student-athletes to be tested for anabolic steroids will be approved by the UIL in advance of the anabolic steroid testing event, administered by Drug Free Sport and implemented by the assigned anabolic steroid testing crew chief.

Student-athletes in the 9th, 10th, 11th and 12th grades at UIL member high schools are subject to random selection for anabolic steroid testing.

Student-athletes will be randomly selected from the official list of all student-athletes in grades 9-12 participating in UIL athletic activities provided by the MSR. The school is required to utilize the UIL Anabolic Steroid Testing Student-Athlete Listing Form, which is available for download on the UIL web site.

A substitute, who will also have been randomly selected, will be made for a student-athlete who is selected for anabolic steroid testing but is absent from school on the day of anabolic steroid testing. Randomly selected student-athletes who do not appear for testing for reasons other than an excused absence will be treated as if there was a positive test result for an anabolic steroid and subject to applicable penalties.



Student-Athlete Listing Requirements

The UIL Anabolic Steroid Testing Student-Athlete Listing Form is used for random student-athlete selections for anabolic steroid testing. **The UIL Anabolic Steroid Testing Student-Athlete Listing Form is required;** no other listing form may be utilized.

Upon notification that their school has been selected for an anabolic steroid testing event, the MSR will be required to provide an **accurate and current** list of all student-athletes in grades 9-12 participating in UIL athletic activities at their school to Drug Free Sport for student-athlete random selection. The MSR will be required to submit the list within the time frame specified by Drug Free Sport in their notification.

Requirements (cont.)

The UIL Anabolic Steroid Testing Student-Athlete Listing Form will list the last name, first name, grade level (9-12), gender, and UIL sports participated in for each student-athlete in that school. For purposes of the listing form, UIL sports will be identified as follows:

Baseball	Bsb
Basketball	Bb
Cross Country	CC
Football	Fb
Golf	Gf
Soccer	Sc
Softball	Sb
Swimming	Sw
Tennis	Ts
Track	Tr
Volleyball	Vb
Wrestling	Wr

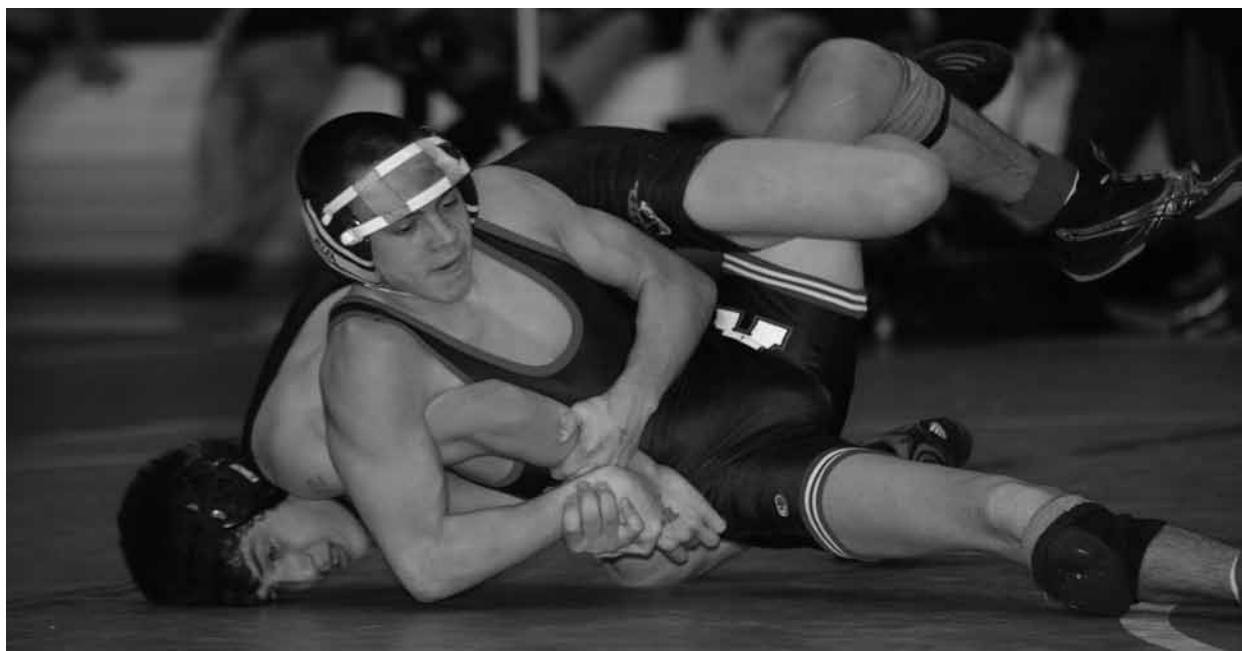
The UIL student-athlete listing form should only be submitted to Drug Free Sport **AFTER** the school has been notified that they have been selected for anabolic steroid testing.

Upon completion, save the student-athlete listing form and send it as an email attachment to:

UIL.testing@ncdfs.com

Requirements (cont.)

The MSR must ensure the information on the UIL Anabolic Steroid Testing Student-Athlete Listing Form is current and accurate prior to submitting to Drug Free Sport for student-athlete random selection. The UIL Anabolic Steroid Testing Student-Athlete Listing Form should be downloaded from the UIL web site and created by the Member School Representative at the beginning of the school year and should be updated, at least, on a monthly basis. **There should be only one UIL Anabolic Steroid Testing Student-Athlete Listing Form per school, and it should be updated only by the designated Member School Representative throughout the school year.** Failure to provide an accurate and complete listing of all student-athletes in grades 9-12, whether intentional or unintentional, could subject the school in question to the range of penalties in section 27 of the UIL Constitution and Contest Rules.



Collection Station Fluids

Fluids given to student-athletes who have difficulty voiding must be from sealed containers, approved by a member of the testing crew, which are opened and consumed in the collection station.

All drinks must be provided in individual containers (bottles or cans). The crew chief will not allow gallon jugs or large containers of liquids in the collection station. Do not provide cups or any other drinking materials. They will be discarded.

The TSC should provide no more than one to two, 12-oz servings of fluid per student-athlete tested. The beverages are for those student-athletes having difficulty providing a specimen.

Liquids consumed prior to the student-athletes arrival to the testing site are not the responsibility of the anabolic steroid testing crews.

Testing crew chiefs may permit student-athletes to drink directly from drinking fountains.

Testing Schedule and Facilities

The TSCs must select the facilities required for anabolic steroid testing. Ideal spaces may be a classroom that is not in use or a gymnasium that can have a portion draped off for privacy near a restroom.

At all schools TSCs will need to make available 1 restroom for males and 1 restroom for females to facilitate testing.

Upon arrival at the selected school, the anabolic steroid testing crew chief will provide the MSR with a list of the randomly selected student-athletes for anabolic steroid testing. The randomly selected student-athletes will be notified of and scheduled for anabolic steroid testing by the MSR. The MSR will notify the student-athlete in person to report immediately to the collection station.

The MSR will schedule the appropriate number of student-athletes to report to anabolic steroid testing as agreed upon by the crew chief and MSR to allow for proper room control. All student-athletes should not be scheduled to arrive at the same time.

The crew chief may release a sick or injured student-athlete from the collection station or may release a student-athlete to meet academic or other approved obligations. Such release shall only be made after appropriate arrangements for having the Student-athlete tested have been made and documented by the crew chief. Randomly selected student-athletes who are

Schedule and Facilities (cont.)

excused from the collection station as described above prior to providing a complete specimen and do not return to complete the process, shall be subject to a test by the contractor at a later date.

Although most student-athletes provide a specimen in less than 20 minutes, adequate time should be given for facility reservation in the event testing takes longer than expected.

UIL member school personnel will be present in the collection station at all times to certify the identity of student-athletes who cannot provide photo identification and will be responsible for security of the collection station at all times.

Only those persons authorized by the crew chief or the UIL member school TSCs will be allowed in the collection station. Should there be disagreement over who is allowed in the collection station, the decision of the crew chief will prevail.

During the testing event, the room(s) cannot be used for any function other than anabolic steroid testing.

The space should be able to accommodate the movement of at least three crew members, student-athletes and the TSC.

The TSC must supply the following materials for the testing area. The number of student-athletes being tested will determine the number of each item.

Two to three 6-8 ft. tables;

Three to four large trash containers; and

Chairs

Schedule and Facilities (cont.)



Prior to the start of testing, the TSC should verify the setup with the crew chief.

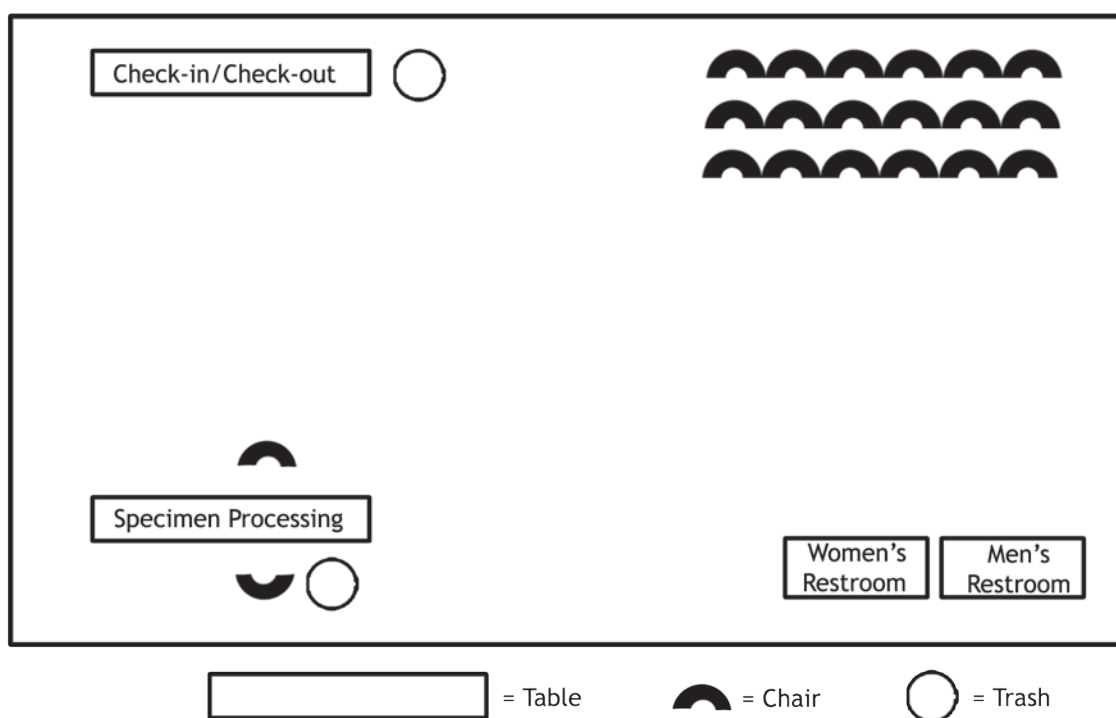
The only access to the anabolic steroid testing area should be through the check-in/check-out area.

Fully equipped restrooms (for male and females) should be in the testing area or close by. These restrooms must be secure and closed to others. The stalls in the restrooms will need to allow for the student-athlete and the monitor to be able to view the student-athletes belongings during the voiding process. This is created from the need of the student-athlete being required to empty the contents of their pockets before voiding.

At all schools TSCs will need to make available 1 restroom for males and 1 restroom for females to facilitate testing.

Schedule and Facilities (cont.)

The following anabolic steroid testing facility diagram should be used as a guide for the TSC:



Collection Crew Evaluation Following Testing Events

1. The TSC (or designee) is requested to complete the evaluation form provided by the crew chief and return it to Drug Free Sport.
2. You are encouraged to address any issues regarding the collection crew. At no time will the collection crew receive a copy of the complete evaluation, although your concerns will be addressed.

The current UIL Anabolic Steroid List is available from the UIL and can be found at www.uil texas.org. The UIL Anabolic Steroid List includes the substances, listed on the following page, which meet the description of Anabolic Steroid contained in section 481.104 of the Texas Health and Safety Code.

For information regarding the UIL testing protocol, please visit the UIL web site.

(<http://www.uil texas.org/health/steroid-information>)

UIL Anabolic Steroid List

androstenediol	methandrostenolone
androstenedione	methenolone
boldenone	methyltestosterone
chlorotestosterone (4-chlorotestosterone)	mibolerone
clostebol	methandriol
dehydrochlormethyltestosterone	nandrolone
dehydroepiandrosterone (DHEA)	norandrostenediol
dihydrotestosterone (DHT)	norandrostenedione
dromostanolone	norethandrolone
drostanolone	oxandrolone
epitrenbolone	oxymesterone
ethylestrenol	oxymetholone
fluoxymesterone	stanolone
formebulone	stanozolol
gestrinone	testolactone
mesterolone	testosterone*
methandienone	tetrahydrogestrinone (THG)
methandranone	trenbolone
	and any substance, such as a compound or metabolite, that is chemically or pharmacologically related to testosterone, other than an estrogen, progestin, or corticosteroid, and promotes muscle growth

* For testosterone the definition of positive depends on an adverse analytical finding (positive result) based on the methods listed in section 1.2, which shows that the testosterone is of exogenous origin, or if the ratio of the total concentration of testosterone to that of epitestosterone in the urine is greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition. Student-athletes who provide a urine specimen with a T/E of greater than 6:1 may be subject to additional tests to determine if the T/E ratio is elevated due to exogenous use of testosterone or due to a physiological or pathological condition.