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NATIONAL ASSOCIATION OF
INTERCOLLEGIATE ATHLETICS



NAIA Championship Drug-Testing Site Coordinator Manual

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The National Association of Intercollegiate Athletics

The National Association of Intercollegiate Athletics (NAIA), headquartered in Kansas City, Missouri, is a governing body of small athletics programs that are dedicated to character-driven intercollegiate athletics. Since 1937, the NAIA has administered programs dedicated to championships in balance with the overall college educational experience.

NAIA
120 West 12th Street, Suite 700
Kansas City, Missouri 64105
Phone: 816.595.8000
www.naia.org

Drug Free Sport, LLC

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

The National Association of Intercollegiate Athletics (NAIA) has selected Drug Free Sport to administer the NAIA's national championship drug testing. Please contact Drug Free Sport if you have any questions regarding administrative logistics about NAIA drug-testing programs.

Drug Free Sport, LLC
4801 Main Street, Suite 350
Kansas City, Missouri 64112
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Drug Free Sport AXIS™

Drug Free Sport AXIS (AXIS) is a trusted nutrition, health and wellness resource, combining scientifically proven dietary information with the most up-to-date research on supplements and over the counter and prescription drugs. Athletics department staff should provide guidance to student-athletes about supplement use, including instructions to have any product checked by qualified staff members before consuming. The NAIA subscribes only to AXIS for authoritative review of ingredients in medications and nutritional/dietary supplements.

Features include dietary supplement review, medication database, nutrition resources and drug education information.

Please direct questions about dietary supplements, medications, and performance nutrition to AXIS at 816.474.7321 or axis.drugfreesport.com (access code: naialive5).

The following information should be used as a resource for athletic administrators or organizations hosting an NAIA postseason championship.

Drug-Testing Personnel & Responsibilities

The following individuals at your institution or organization have key roles when NAIA drug testing is conducted at the championship you are hosting: Tournament Director and Drug-Testing Site Coordinator.

Tournament Director

After hosting bid is accepted:

1. The tournament director must appoint an individual to serve as the drug-testing site coordinator. The site coordinator is an individual from the host institution or local organizing committee (LOC) who is assigned to assist the drug-testing collection crew with the organizational aspects of the program and assist the Doping Control Officer (DCO) during the collection process. The site coordinator cannot concurrently serve in any other capacity during the championship (e.g., director of medical coverage) while drug testing is taking place.
2. The tournament director and site coordinator must identify a drug-testing location in the event drug testing occurs (see Collection Station Requirements on page 6).
3. If necessary, the tournament director and site coordinator must plan for student-athletes' local transportation to and from the event site to the drug-testing area and possibly to the student-athletes' hotel. Vans are ideal for these situations.
4. The tournament director and site coordinator must discuss the potential need for volunteers to serve as couriers (individual championship) or escorts (team championship). See courier and escort requirements beginning on page 9.

When your institution/organization is notified of NAIA drug testing:

1. Drug-testing information must be kept confidential at all times.
2. The tournament director and site coordinator will receive the drug-testing notification memorandum via email from the NAIA national office approximately 7-10 days before the championship event.
3. The tournament director and site coordinator will discuss the drug-testing format and finalize plans for the testing event. If the designated site coordinator will not be available on test day, the tournament director must assign an alternate to serve in their place.

At the pre-championship meeting:

1. The site coordinator should **not** attend the pre-championship meeting. If they must be at the meeting for non-drug testing related reasons, the site coordinator must not represent themselves with drug testing or mention that drug testing is occurring.
2. The tournament director will provide the individual presiding over the pre-championship meeting with a copy of the Drug-Testing Statement to be read during the meeting (see statement on page 9). This statement is the only reference of the NAIA's drug-testing program to be made at the pre-championship meeting.

After the pre-championship meeting:

If drug testing occurs at a team championship, the NAIA sport manager or tournament director will provide the site coordinator with the following:

- The names and telephone contact information of each team's institutional representative
- A copy of each team's official travel roster

Before or during the championship:

The tournament director should introduce themselves to the collection crew.

Site Coordinator

After hosting bid is accepted:

1. The site coordinator will meet with the tournament director to understand their drug-testing duties. The site coordinator cannot concurrently serve in any other capacity during the championship (e.g., director of medical coverage) while drug testing is taking place.
2. The site coordinator and tournament director must discuss drug-testing collection station requirements in the event drug testing occurs (see Collection Station Requirements on page 6).
3. If necessary, the site coordinator and tournament director must plan for student-athletes' local transportation to and from the event site to the drug-testing area and possibly to the student-athletes' hotel. Vans are ideal for these situations.
4. The site coordinator and tournament director must discuss volunteers to serve as couriers (individual championship) or escorts (team championship). See courier and escort requirements beginning on page 10.

When your institution/organization is notified of NAIA drug testing:

1. Drug-testing information must be kept confidential at all times.
2. The tournament director and site coordinator will receive the drug-testing notification memorandum via email from the NAIA national office approximately 7-10 days before the championship event.
3. The tournament director and site coordinator will discuss the drug-testing format and finalize plans for the testing event. If the designated site coordinator will not be available on test day(s), the tournament director must assign an alternate to serve in their place.
4. The site coordinator should discuss the following items with the DCO prior to the championship:
 - Collection Station.
 - Test date and event/game start times.
 - Credentials and parking passes (as necessary).
 - Site visit (should occur the day prior to the event with the DCO).
 - Beverages.
 - Transportation for student-athletes from playing venue to the collection site and to team hotels, if necessary.
 - Volunteers to serve as couriers (individual championships) or escorts (team championships).

At the pre-championship meeting:

1. The site coordinator should not attend the pre-championship meeting. If they must be at the meeting for non-drug testing related reasons, they must not represent themselves with drug testing or mention that drug testing is occurring.
2. At team championships, the NAIA Sport Manager will obtain the name and telephone contact information of a representative from each participating team that will assist the drug-testing crew in the event drug testing occurs. This should take place whether or not drug testing is occurring.

After the pre-championship meeting:

1. At team championships, the NAIA Sport Manager will provide the DCO with each team's official travel roster and their representative's contact information.
2. At individual championships, the NAIA Sport Manager will provide the DCO with a list of student-athlete participants in the sport-specific championship format (brackets, heat sheets, etc.)

Day before testing begins:

1. The site coordinator will meet with the DCO to perform a walk-through of the championship venue and collection station.
2. The site coordinator will provide the DCO with:
 - Championship information (e.g., schedule of events, heat sheets, team rosters)
 - Credentials and parking passes
 - Names of escorts or couriers

During the championship:

1. The site coordinator will be available at all times and will assist the collection crew, as needed.
2. The site coordinator may be asked to assist in maintaining security in the collection station.

Drug-Testing Collection Crews

1. Drug Free Sport provides the collection crews for each drug-testing event.
2. Collection crews are comprised of a Doping Control Officer (DCO) and Doping Control Assistants (DCAs), who assist the DCO. Both are specifically trained in sports drug-testing collections.
3. The DCO will make travel and lodging arrangements for the collection crew and may ask the site coordinator's assistance in selecting suitable accommodations.
4. Transportation of samples to the laboratory is the DCO's responsibility.

Collection Station Requirements

1. The site coordinator is responsible for selecting a site for drug testing. The collection station should be in the same location as the championship or in close proximity of the venue. Please consult with the DCO or Drug Free Sport to ensure the facility and location are adequate.
2. The site coordinator must ensure the security of the room(s). Only those individuals authorized by the DCO will be allowed in the room. The room must be private to secure the integrity of the drug-testing protocol and processes, and to keep the identities of the student-athletes confidential.

3. Requirements at team championships:

- **The NAIA requires two testing rooms (one for each team).**
- Each room must be private and secured for drug-testing use only. It cannot serve dual purposes (e.g., drug testing and storage for merchandising).
- It is recommended that the two rooms be in close proximity of each other.
- Each room must be large enough to accommodate the collection crew, selected student-athletes and their institutional representative, and the site coordinator.
- Each room should contain a bathroom inside the testing room. If bathrooms are not in the testing room, one must be nearby, away from public view and must be used for drug-testing only. The public, event staff, event officials, etc., must not have access to these bathrooms.
- If two separate rooms cannot be obtained, a divided room will suffice. However, the divider/partition cannot be drapes or items that can be easily moved. Each team must have a separate entrance into the room and separate bathrooms.
- A large locker room with the intention of accommodating both teams for drug testing is not acceptable.

4. Requirements at individual championships:

- **One large room must be provided.**
 - The room must be secured for drug-testing use only. It cannot serve dual purposes (e.g., drug testing and storage for merchandising).
 - The room should contain bathrooms inside the room. If the bathrooms are not in the testing room, they must be nearby, away from public view and must be used for drug-testing only. The public, event staff, event officials, etc., must not have access to these bathrooms.
 - At championships where men and women's competition are held together (e.g., cross country, swimming & diving, track & field), separate men's and women's bathrooms must be available.
 - The room must be large enough to accommodate the collection crew, selected student-athletes, site coordinator, chairs, tables, etc.
 - The location of the room cannot be in an open area or accessed by the public. It cannot be in an area closed off by drapes or materials that can be easily moved.
5. The site coordinator will supply tables, chairs, trash cans and beverages in the collection station. The number of student-athletes being tested will determine the number of each item. Please discuss these items with the DCO.
 6. The room(s) should be available the evening before the event so the DCO can perform a walk-through.
 7. 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. The collection station should be made available the entirety of the day testing is to occur.
 8. The only access to the collection station should be through the main entrance.

Beverages

1. NAIA drug-testing protocol states fluids consumed in the collection station must be from unopened containers and must be caffeine-free, alcohol-free, and free of any NAIA banned substances.
2. The site coordinator will provide beverages for drug testing. Discuss beverage needs with the DCO prior to the testing event. The site coordinator should obtain beverages from the host's championship stock and should provide no more than one to two, 12-ounce servings of fluid per student-athlete tested. The beverages are for those student-athletes having difficulty providing a specimen.
3. All beverages provided by the host institution must be in individual, sealed containers (bottles or cans). Any other food or beverages brought into the collection station and consumed by student-athletes is their responsibility.
4. Beverages consumed prior to the student-athlete's arrival to the testing site are not the responsibility of the collection crew.

Testing Schedule

1. At individual championships, testing could occur at any time following the first event and may conclude many hours after the last event of the championship.
2. At team championships, testing will occur at the end of competition.
 - If competition begins at 10pm or later local time, both teams have the option to defer testing to the next morning. This decision must be determined immediately after competition.
 - If a team defers testing to the next morning, the test must begin by 10am local time and must take place at the collection station from the day before. The DCO and the involved team must mutually agree on the start time of the drug test.
3. The site coordinator must remain at the collection station until the collection crew leaves. If a team defers testing to the next morning at a team championship, the site coordinator must be present at the test.
4. The DCO, in consultation with Drug Free Sport staff, will make any and all decision regarding the testing schedule should special circumstances/situation arise during the testing event.

Pre-Championship Meetings

1. The NAIA sport manager, NAIA tournament committee member or tournament director will read a statement to participating coaches and institutional representatives at all NAIA championships regarding NAIA drug testing.
2. The statement will not indicate whether testing will or will not take place. Student-athletes and coaches should be aware that post-event drug testing is always a possibility and should plan travel accordingly. At no time should participating schools be advised of drug testing occurring or not occurring.
3. The site coordinator, collection crew, or Drug Free Sport staff must not be present at the pre-championship meeting. If the site coordinator must attend the meeting for non-drug-testing related reasons, they must not associate themselves with drug testing or mention whether drug testing is occurring.

4. In addition to reading the statement at team championships, the following information must be provided to the tournament director at the end of the meeting:
 - The name and contact information of an individual from each team who will be responsible for assisting the collection crew with notifications should testing occur.
 - An official travel roster for student-athlete selection, clearly indicating those who are student-athletes.
 - If drug testing does not occur, the information should be discarded.
 - If drug testing occurs, the tournament director will provide the institutional representative's contact information and travel roster to the site coordinator who will be responsible for providing this information to the DCO.

Drug-Testing Statement

To be read by NAIA tournament committee member, NAIA sport manager or tournament director.

NAIA drug-testing is a possibility at any and all NAIA championship rounds and sites. However, as a best practice, the NAIA will not announce whether or not drug testing will occur at any specific venue.

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

Therefore, all coaches and student-athletes should presume that NAIA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative from your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site.

Credentials & Parking Passes

1. The NAIA or host institution will provide **all-access credentials** to be worn by the collection crew during NAIA championships. Credentials should not reference drug testing, doping control, etc. If a title must be listed, "event management" is preferred.
2. These credentials allow the collection crew and couriers/escorts to move freely from the point of notification to the collection station. The credentials are only valid on the days drug testing will occur.
3. The host institution will provide complimentary parking passes for the collection crew. The parking passes are only valid on the days drug testing occurs.

Individual Championships & Courier Selection

1. The individual championship drug-testing program provides for a courier system to facilitate the notification of student-athletes selected for drug testing at individual championships. The site coordinator must obtain volunteers for this important aspect of the program.
2. The courier is responsible for notifying the student-athlete of selection for drug testing and remaining with that individual until they report to the collection station. At that point, the courier may be assigned another courier responsibility or may be released. Although this sounds like an easy task, the success of the drug-testing program relies on the courier's ability to follow the directions of the DCO.

3. It is highly recommended that couriers be:
 - Able to conduct themselves in a professional manner.
 - Able to approach student-athletes and coaches and present orally the drug- testing notification instructions.
 - Physically able to keep up with the student-athletes.
 - The same gender as the student-athlete (recommended but not required).
4. Drug Free Sport will assist host institutions with the number of couriers needed for the individual championship. The time spent serving as a courier differs with each championship.

Courier Responsibilities & Student-Athlete Notification

1. The DCO will meet with the couriers before the start of the championship to discuss their responsibilities.
2. The courier will receive an Individual Championship Student-Athlete Notification Form to present to the student-athlete upon notification.
3. The courier, according to the directions of the DCO or their designee, will notify the student-athlete that they have been selected to participate in the drug-testing program.
4. The courier will hand the student-athlete the Individual Championship Student- Athlete Notification Form (see Appendix A for example of this form). The notification form will instruct the student-athlete to accompany the courier to the collection station within **60 minutes** unless otherwise directed by the DCO or their designee. Student-athletes who are scheduled to compete in additional events will be instructed to defer testing until completion of their final event of that session, of that day, or to defer until completion of their final event of the championship. The student-athlete and courier must obtain a signature from a school representative.
5. The courier will require the student-athlete to read and sign the notification form.
6. The courier will allow the student-athlete to obtain a witness to accompany them to the collection station should the student-athlete desire.
7. Within the allotted 60 minutes, the student-athlete must complete all NAIA required responsibilities (e.g., media obligations, awards ceremonies, etc.). The courier must remain in visual contact with the student-athlete at all times.
8. Couriers will accompany the student-athlete to the collection station and remain there until released by the DCO or their designee
9. The courier may be asked to repeat this process more than once throughout the championship.

Team Championships & Escorts

1. If testing is conducted at team championships, each team will be tested post-competition.
2. Escorts at team championships will be assigned to each team for the purpose of "escorting" the student-athletes and their institutional representative to the collection station.
3. The time spent serving as an escort differs with each championship.

Escort Responsibilities & Student-Athlete Notification

1. The DCO will meet with the escorts before the start of the championship to discuss their responsibilities.
2. At team championship events, immediately after any established cool-down period, a collection crew member will notify student-athletes selected for drug testing. Each student-athlete will be instructed to read and sign the Team Championship Student-Athlete Notification Form (see Appendix B for example of this form). The notification form will instruct the student-athlete to report to the testing room within **60 minutes**, unless otherwise directed by the collection crew.
3. When ready, the escort will “escort” the institutional representative and selected student-athletes to the collection station.
4. An institutional representative must be in the collection station to verify the identity of the student-athletes as they report to drug testing and remain in the collection station until all student-athletes have completed their drug test.
5. **If competition begins at 10pm or later local time**, both teams have the option to defer testing until the next morning. This decision must be determined immediately after competition.
 - If a team defers testing to the next morning, the test must begin by 10am local time and must take place at the collection station from the day before. The DCO and the institutional representative must mutually agree on the start time of the drug test. The site coordinator must be present during the test.
 - An institutional representative must be in the collection station at any next-morning testing to verify the identity of the student-athletes selected for testing.

Courier & Escort Requirements

Sport	Couriers & Escorts Needed
Baseball	2 escorts
Basketball	2 escorts
Bowling	2 escorts
Competitive Cheer & Dance	2 escorts
Cross Country	Contact Drug Free Sport
Football	2 escorts
Golf	Contact Drug Free Sport
Lacrosse	2 escorts
Soccer	2 escorts
Softball	2 escorts
Swimming & Diving	Contact Drug Free Sport
Tennis	Contact Drug Free Sport
Track & Field	Contact Drug Free Sport
Volleyball	2 escorts
Wrestling	Contact Drug Free Sport

Frequently Asked Questions

1. **How should an institution prepare its student-athletes for the possibility of NAIA championship drug testing?**

Review the NAIA National Administrative Council Drug-Testing Policy Manual located at <https://www.naia.org/student-athlete-wellness-center>.

2. **When is drug testing conducted at the championship?**

Drug testing can occur at any phase of an NAIA championship (e.g., first round, second round, quarterfinals, semi-finals or finals) and can occur more than once at any championship (e.g., first round and finals).

Participating institutions and student-athletes are not given any advance notice that drug testing is being conducted at the championship.

3. **When will student-athletes be notified of their selection for drug testing?**

At team championships (baseball, basketball, beach volleyball, bowling, football, lacrosse, soccer, softball, tennis, volleyball), immediately after the game, a member of the collection crew will provide an institutional representative with a list of student-athletes who have been selected for drug testing.

At individual championships (cross country, golf, swimming & diving, track & field, wrestling), drug-testing couriers will notify student-athletes of their selection for drug testing.

4. **How are student-athletes tested and how long does it take?**

Student-athletes are drug tested through urinalysis and will be observed by a collection crew member of the same gender.

The length of the process depends on the student-athlete's ability to provide an adequate specimen. If a student-athlete provides an adequate specimen immediately upon arriving at the collection station, the entire process may be completed in less than 20 minutes.

5. **What if a student-athlete has trouble providing an adequate specimen? Can the student-athlete leave and come back later? What if the team has to leave and the student-athlete is still in drug testing?**

The student-athlete cannot be released from drug testing until an adequate specimen is provided. The DCO may direct a student-athlete whose sample is dilute to exercise in an attempt to improve their concentration levels. The site coordinator may be asked to assist in locating exercise facilities.

If the student-athlete's team must depart the championship prior to a student-athlete completing drug testing, an institutional representative must stay with the student-athlete. If the student-athlete and/or institution incur additional expenses because of the delay (e.g., hotel, transportation back to campus), the institution may request reimbursement from the NAIA.

6. **Some events begin late at night which means drug testing will start late as well. What is the NAIA policy on late-night drug testing?**

The late-night testing policy pertains to team championship events only.

An institution may defer drug testing until the next morning if their contest begins at 10pm or later local time. The decision to defer drug testing applies to the entire team and must be determined by the institution immediately after the game. All selected student-athletes can either test after the game or test the next morning.

If an institution defers drug testing until the next morning, the test must start before 10am local time and must take place at the collection station from the day before.

An institutional representative must be present at the collection site the next morning to verify the identity of the selected student-athletes.

7. What drugs does the NAIA ban?

The NAIA banned drug classes are:

- Stimulants
- Anabolic Agents
- Diuretics and Masking Agents
- Peptide Hormones and Analogues
- Anti-Estrogens
- Beta-2 Agonists

Note: Student-athletes who have had a previous positive result or had previous multiple dilutes, may be subject to follow-up tests and may be tested with an expanded panel.

8. How can a student-athlete find out whether a medication or supplement is banned?

In advance of the championship, student-athletes should consult with their athletic trainer or team physician about any medication or nutritional/dietary supplements they use.

9. What about dietary supplements?

Many nutritional/dietary supplements contain NAIA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry, therefore purity and safety of nutritional/dietary supplements cannot be guaranteed. An impure product may lead to a positive NAIA drug test. The use of supplements is at the student-athlete's own risk.

AXIS is available to answer questions regarding NAIA banned substances and nutritional/dietary supplements at axis.drugfreesport.com, access code: naialive5.

10. Are over-the-counter dietary supplements approved by the NAIA?

The NAIA does not approve any nutritional/dietary supplements. Furthermore, the use of any nutritional/dietary supplement may lead to a positive NAIA drug test.

11. Does a student-athlete have to disclose the use of medications to the collection crew?

No. Collection crews do not ask or accept any information about medications student-athletes are taking.

The team physician and/or athletic trainer should be aware of all prescribed medications and supplements a student-athlete is taking. This information should be kept on file at the institution.

If a student-athlete tests positive because of a prescribed medication, the institution may request a medical exception for certain banned drug classes as outlined in the NAIA National Administrative Council Drug-Testing Policy Manual at <https://www.naia.org/student-athlete-wellness-center>.

12. Can student-athletes beat a drug test by consuming large amounts of fluids?

No. NAIA protocol requires each student-athlete urine sample be analyzed onsite prior to sending the sample to the lab. If the specimen is too diluted, the student-athlete will be required to remain in the collection station until an adequate specimen is collected, which could take several hours. A student-athlete who produces multiple diluted samples is subject to follow-up drug tests.



NAIA Drug-Testing Program
Individual Championship Student-Athlete Notification Form

Date: _____ Site Number: _____
 Student-Athlete: _____ Event: _____
 Time of Notification: _____ am / pm Courier: _____

_____. I, the undersigned, acknowledge being notified to accompany this courier to the collection station within 60 minutes. I will advise an institutional representative (coach, athletic trainer, etc.) of my selection for drug testing.

_____. I, the undersigned, acknowledge being notified to appear for NAIA drug testing and have been notified to report to the collection station today. I must compete in another event today and will report to the collection station within 60 minutes after the completion of my participation in today's championship events. (Bring pink copy of this form to the collection station).

I understand that an institutional representative must accompany this student-athlete to the collection station within 60 minutes after the completion of his/her participation in today's championship events in order to certify his/her identity.

Student-Athlete's last event today: _____

Institutional Representative's Name: _____

Title: _____ Cell Phone: _____

_____. I, the undersigned, acknowledge being notified to appear for NAIA drug testing and have been notified to report to the collection station today. I must compete in another event during this championship/session and will report to the collection station within 60 minutes after the completion of my participation in this championship/session. (Bring pink copy of this form to the collection station).

I understand that an institutional representative must accompany this student-athlete to the collection station within 60 minutes after the completion of his/her participation in this championship/session in order to certify his/her identity.

Student-Athlete's last event of the championship/session: _____

Institutional Representative's Name: _____

Title: _____ Cell Phone: _____

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

Student-Athlete: _____ Signature: _____

For Collection Crew Use Only:

Student-Athlete: _____ Site Number: _____

Void 1: The sample collection was carried out in accordance with protocol. ☐ Agree ☐ Disagree

Validator Signature: _____ SG: _____ Beaker Barcode: _____

Void 2: The sample collection was carried out in accordance with protocol. ☐ Agree ☐ Disagree

Validator Signature: _____ SG: _____ Beaker Barcode: _____

Void 3: The sample collection was carried out in accordance with protocol. ☐ Agree ☐ Disagree

Validator Signature: _____ SG: _____ Beaker Barcode: _____

Specimen Barcode: _____

White – Drug Free Sport, LLC

Pink – Student-Athlete



NAIA Drug-Testing Program
Team Championship Student-Athlete Notification Form

Date: _____ Site Number: _____ Event: _____

Institution: _____ Time of Notification: _____ am / pm

_____ 1. I, the undersigned, acknowledge being notified to appear for NAIA drug testing and have been notified to report to the drug-testing collection station within 60 minutes.

_____ 2. I, the undersigned, acknowledge being notified to appear for NAIA drug testing and have been notified to report to the drug-testing collection station on _____ at _____ am/pm.
(Date) (Time)

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

Student-Athlete Selected

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

Student-Athlete Signatures

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

I understand that an institutional representative must report to the drug-testing collection station to certify the identity of all student-athletes selected. An institutional representative must remain at the drug-testing site until all student-athletes have completed their drug test.

Institutional Representative's Signature: _____

Title: _____