The Park University Department of Athletics has developed a program of drug education and testing aimed at the prevention of drug abuse. These policies and procedures are not to be constituted as a contract between Park University and its student-athletes. However, signed consent and notification forms shall be considered affirmation of the student-athlete’s agreement to the terms and conditions contained in this policy.

Park University may amend this policy at any time, and the program is separate and distinct from the NAIA Drug-Testing Program. The program includes the education, testing, and, if necessary, rehabilitation of those student-athletes who test positive. The following is an outline of the program.

A. Purpose
   1. To deter substance abuse among the Park University student-athlete population.
   2. To identify and assist student-athletes with substance abuse problems.
   3. To ensure the health and safety of all Park University student-athletes as well as the health and safety of all Park University’s competitors.
   4. To maintain appropriate standards of behavior and ensure the integrity of the student-athlete and Park University.
   5. To ensure fair and equitable competition for all student-athletes competing in intercollegiate athletics.

B. Participation
   1. As a condition to participate in intercollegiate athletics at Park University, every student-athlete is required to participate in the Drug Education and Testing Program.

   2. Annually, all student-athletes will be required to sign an institutional consent form (Appendix A). This consent form and a full copy of these policies and procedures must be provided to the student-athlete during the recruitment process. Current student-athletes should also be provided copies as part of the team handbook, provided by the program’s head coach.

   3. Refusal to sign the consent form will result in dismissal from further athletic participation. A student-athlete who is dismissed from athletic participation for refusing to sign a drug testing consent form will have his/her athletic related aid cancelled at the earliest possible moment consistent with Park University, conference, and NAIA regulations.

C. Drug Education
   1. The Department of Athletics will conduct a mandatory drug education program at the beginning of each academic semester.

D. Banned Substances and Information
   1. Park University Athletics will educate and test within the parameters of NAIA Banned Drug Classes (Appendix B), which can be found in the NAIA Student-Athlete Wellness
Center at [www.naia.org/wellness](http://www.naia.org/wellness), which also includes information on the Drug Free Sport Axis, also located at [www.drugfreesport.com/axis](http://www.drugfreesport.com/axis). To log in to the Drug Free Sport Axis resource center, selecting “NAIA” from the drop-down box and using the password “naialive5”.

2. Further information on banned substances and dietary supplements can be located in the Axis resource center. Dietary supplements come with many health risks association with their consumption. Dietary supplements can also contain banned substances not marked on the product’s label. (Park University’s Policy Statement on the Use of Supplements is located in Appendix C, and the Dietary Supplement Disclosure & Review Form located in Appendix D.)

3. Park University Athletics supports and enforces the NAIA ban on tobacco use by student-athletes, coaches, and athletic personnel as per the NAIA Substance Abuse Program, Appendix T. Park University Athletics also supports and complies with local, state, and federal law as it pertains to the consumption of alcohol.

4. Drug education sessions will be required for student-athletes, coaches, and Park University Athletics administrators. You will be notified by a member of Park’s athletics administration, as well as your coach, when required sessions are taking place.

E. Methods of Selection

1. Random Selection – Athletes will be selected randomly from all sports to undergo drug testing.

2. Re-entry Testing – A student-athlete who has had his or her eligibility to participate in intercollegiate athletics suspended as a result of a drug or alcohol violation may be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics (or 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 athletics program is appropriate.

3. Reasonable Suspicion – A student-athlete may be chosen to undergo drug testing due to reasonable suspicion if identified by athletics administration, the sports medicine staff, coaching staff, and/or a team physician. The identification of student-athletes under reasonable suspicion should be based on objection signs of physical and behavioral changes that could be the result of using a banned substance. These objective signs may include, but should not be limited to:
   - A dramatic drop in academic performance
   - Decreased class attendance
   - Fluctuation in bodyweight
   - Acts of violence
   - An incident involving law enforcement or campus security
   - A past positive drug test
   - Emotional disturbances.
A reasonable suspicion allegation must be made in writing to the Drug Program Administrator, who will present the case to the Director of Athletics. They will review the allegation, and based on its merits, decide whether the student-athlete will undergo drug testing. A Drug Testing Reasonable Suspicion Reporting Form (Appendix E) will be used in all cases of reasonable suspicion.

4. Preseason Screening – Student-athletes are subject to preseason drug testing and may be notified of such by the Director of Athletics (or designee) at any time prior to their first competition.

5. NAIA/Conference Qualifier – Park University shall have the right to test any individual athlete or team that has qualified for post season competition.

6. Team Testing – Circumstances may arise that may make it necessary for an entire athletic team to be drug tested. These circumstances may include but are not limited to:
   a. Pre-participation Athletic Physicals
   b. Suspected widespread use of banned substances (refer to process for identifying an individual for reasonable suspicion).

F. Notification of Selection for Testing

1. All student-athletes selected for drug testing will be notified by the Drug Program Administrator. The Drug Program Administrator will contact the student-athlete by cell phone and/or text message, or home phone. A message will be left for the student-athlete during each call. If the student athlete does not return the call promptly, the coach will be contacted to help locate the student athlete. Upon this notification the student-athlete must immediately appear in person and sign a notification form. The head coach of each student-athletes respective sport will be notified of their selection.

2. All-student-athletes will be provided information regarding the specimen-collection process. Collection guidelines, provided by Drug Free Sport, can be found in Appendix F.

2. Any student-athlete who is found to have attempted to manipulate, substitute, adulterate, or intentionally dilute his or her urine will be in violation of the Park University Drug Education and Testing Program and will be sanctioned appropriately.

3. The student-athlete will be given no more than 24 hours notice regarding selection for drug testing. There is no minimum period of time that student athlete must be provided between notification and testing.

4. If a student-athlete does not contact the Drug Program Administrator prior to the drug testing session, THE DRUG TEST WILL BE CONSIDERED A POSITIVE TEST AND WILL COUNT AS A STRIKE AGAINST THE STUDENT-ATHLETE. If the student-athlete has an emergency and cannot be present for the drug testing collection, arrangements will be made for them to provide a specimen as soon as possible following proper
notification or an alternate subject may be chosen. If proper arrangements cannot be made, the athlete may be subject to testing at a later date.

5. Refusal to sign the Drug Testing Consent Form or failure to appear for institutional drug testing will be treated as a positive test and a violation of the Park University Drug Education and Testing Program and the student-athlete will be sanctioned accordingly.

G. Reporting of Results

1. The Center will notify the Drug Test Program Administrator (currently Associate Athletic Director) directly of any positive test results by number code. Only at this time will the number code be broken and the student-athlete identified.

2. Upon notification of a positive test, the Drug Test Program Administrator will immediately notify the Director of Athletics and the student-athlete’s head coach. All three parties will meet with the student-athlete as soon as possible after notification to discuss the next steps within the parameters of the program.

3. Confidentiality – Student-athletes can feel confident that high-level confidentiality will be observed at all times by the Park University administrators and coaches. Student-athlete information, including information on positive tests, will not be shared with non-essential personnel.

H. Sanctions

1. Park University has chosen to enforce a strict “two strikes” policy in relation to positive drug test results. Violations accrue over the student-athlete’s entire career and remain a matter of record until the end of their career as a student athlete at Park University. Positive test results on any NAIA drug test will also be considered a violation of the Park University Drug Education and Testing Program.

First Violation – Upon confirmation of a positive drug test for any substance banned by the NAIA the student-athlete will immediately be subject to a minimum 20 percent suspension from all team activities including practice and regular/post-season competition. In the event the student athlete is an out going senior and there is less than 20 percent of the competitive season remaining, they will be required to complete 40 hours of community service as directed by the Athletic Director. The student-athlete must also satisfactorily complete the criteria for successful Substance Abuse Intervention. An athlete that does not satisfactorily meet the criteria for Substance Abuse Intervention will face an indefinite suspension. A student-athlete who has a confirmed violation of the Park University Drug Education and Testing Program may also be subject to follow-up testing, at their own expense, at any time during the remainder of their athletic career at the university.

Second Violation – Upon confirmation of a second positive drug test for any substance banned by the NAIA will result in the immediate cancellation of the student-athlete’s privilege to compete in athletics at Park University. A student athlete who is dismissed from athletic participation for a second violation of the Park University Drug Education
and Testing Program will have his/her athletic grant cancelled at the earliest possible moment consistent with Park University, Conference, and NAIA regulations. The student-athlete will be encouraged to continue further counseling and to utilize available institutional resources.

Immediate Termination from Team Membership – Any student-athlete who is convicted of trafficking and/or possession of illegal substances with the intent to distribute will immediately lose the privilege of participating in athletics at Park University upon that conviction. Upon conviction, the student-athlete will also loose any athletic grants/scholarships issued by Park University.

2. Admission – If a student-athlete admits to the use of a banned substance at any time, the student-athlete may or may not be subjected to a drug-screening test. Regardless of the result of test, if one is conducted, the admission will be treated as a positive result.

3 – Tobacco/Alcohol – Park University and Park University Athletics support and uphold all NAIA policies and procedures pertaining to the use of tobacco and alcohol. The University and its athletics program also supports full compliance with local, state and federal law enforcement in the enforcement of tobacco and alcohol laws. Penalties for the use of tobacco and alcohol will be determined by the director of athletics, drug test program administrator and head coach. The use of alcohol and tobacco will not be penalized using the University’s athletics drug testing procedures.

I. Substance Abuse Intervention
1. The student-athlete will be required to attend a consultation session at the Park University Counseling Center or other approved counseling facility. The professional counseling staff will make a recommendation, on a case by case basis, to the athletic department regarding adequate intervention on behalf of the student athlete. The student-athlete will be required by the athletic department to follow the intervention recommendations of the counselor, including possible referrals and the duration of intervention.

2. In the event that the dependency issues are beyond the realm of practice for the Park University Counseling Center staff or other approved counseling facility referral will be made to a chemical dependency treatment center to determine the scope of substance use. The professional counseling staff will act as liaison between the athletic department and the chosen chemical dependency treatment center.

3. If at any point during the substance abuse intervention the student athlete is found to be delinquent in their obligations the privilege to participate in athletics at Park University will be revoked. A student-athlete who is dismissed from athletic participation will have his/her athletic related aid cancelled at the earliest possible moment consistent with Park University regulations.

J. Appeal and Reinstatement
1. All appeals will be made directly to the Director of Athletics.
2. Student-athletes who test positive for a banned substance by the laboratory retained by the institution may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Director of Athletics/designee will formally request the laboratory retained by Park 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.

3. Student-athletes who test positive under the terms of this policy will be entitled to a hearing with the Director of Athletics 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 advocate or other representative present 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. 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 Director of Athletics regarding the sanction to be imposed shall be final.

L. Safe Harbor Program
A student-athlete eligible for the Safe Harbor Program may refer himself/herself for voluntary evaluation, testing and treatment for alcohol or drug problems. A complete description of the Safe Harbor Program, including information on eligibility for the Safe Harbor Program, are located in Appendix G. Additionally, the Park University Safe Harbor Policy and Procedures Acknowledgement Form is located in Appendix H.

K. NAIA Championship Drug Testing
The National Association of Intercollegiate Athletics (NAIA) reserves the right to test any student-athlete participating in its postseason championship events. Student-athletes will be required to complete the NAIA Official Student Consent Form (Appendix I) and the NAIA Official Medical Exemption Form (Appendix J). Information on NAIA Championship Drug Testing can be found at www.naia.org/wellness.
PARK UNIVERSITY ATHLETICS
CERTIFICATE OF CLEARANCE FOR SUBSTANCE ABUSE

____________________________________________________         __________
Student-Athlete (PLEASE PRINT LEGIBLY)    PARK ID

Please Initial the Following Items

____ I have read and understand the Policy ("Park Policy") on Substance Abuse at Park University.

____ Park University ("University") has made it clear that the use, possession or distribution of alcohol and illegal
drugs, or drug abuse in any matter, will not be tolerated. If found, students, including athletes, may be dismissed
and/or lose eligibility to participate in University athletic programs, contests and events ("University Athletic
Programs"). Suspension and/or termination is immediate.

____ I recognize that the University has the right to test, and will test individual athletes if the University has
probable cause to believe an athlete has used drugs in addition to random drug testing of University team
members. The University also reserves the right to test whole teams or the entire student-athlete population, if
needed.

____ I understand that my drug test results, and other related documents and information pertaining to drug
testing are "education records" as defined in the Family Education Rights and Privacy Act (FERPA). I hereby
acknowledge and agree that any such testing results may be disclosed to University officials who have a legitimate
educational interest in my test results, related documents and information, and to the National Association of
Intercollegiate Athletics (NAIA) for purposes of determining my eligibility to participate in NAIA intercollegiate
athletics.

____ If my drug test results indicate the use of illegal drugs or drugs which are prohibited by the NAIA ("NAIA
Banned Drugs"), I understand that I will be ineligible to continue to participate in University athletic programs.

____ I understand that if my drug test results indicate the use of illegal or NAIA Banned Drugs, but that such does
not rise to the level of violation of the Park Policy, Park University may condition my right to participate in Park
University athletic programs upon my entrance in to the success for completion of a drug rehabilitation program
(at my own expense).

____ I understand that a signed original of this Certificate of Clearance must be on file in the University’s athletics
office as a condition of my participation in University athletic programs.

____ I acknowledge that I have received a copy of this Certificate of Clearance.

Drug testing of student-athletes is a condition of their participation in University athletic programs, and since I
desire to participate in University athletic programs, I consent to being tested.

___________________________________________________________ __________
Signature of Student-Athlete                             Date

___________________________________________________________ __________
Signature of Parent/Legal Guardian *                     Date

*The parent or legal guardian of a minor student-athlete will also be notified of the test result together with the medical report, evaluation,
opinion, and recommendation.
NAIA Banned Drugs

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

A. The NAIA bans the following classes of drugs:

1. Stimulants.
2. Anabolic Agents.
3. Diuretics and Other Masking Agents.
4. Peptide Hormones and Analogues.
5. Anti-estrogens; and

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.

B. Drugs and Procedures Subject to Restrictions:

2. Local Anesthetics (under some conditions).
3. Manipulation of urine samples.
4. Beta-2 Agonists permitted only by prescription and inhalation.
5. Caffeine if concentrations in urine exceed 15 micrograms/ml.

C. NAIA Nutritional/Dietary Supplements Warning:

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

1. Dietary supplements, including vitamins and minerals, are not well regulated and may cause a positive drug test result.
2. Student-athletes have tested positive and lost their eligibility using dietary supplements.
3. Many dietary supplements are contaminated with banned drugs not listed on the label.
4. 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 athletics department staff prior to using a supplement.
D. Some Examples of NAIA Banned Substances in Each Drug Class:

1. Stimulants:
   Amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); methylhexaneamine, “bath salts” (mephedrone) etc.

   Exceptions: phenylephrine and pseudoephedrine are not banned.

2. Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenetrione):
   Androstenedione; boldenone; clenbuterol; DHEA (7-Keto); epi-trenbolone; etiocholanolone; methasterone; methandienone; nandrolone; norandrostenedione; ostarine, stanozolol; stenbolone; testosterone; trenbolone; etc.

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

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

5. Anti-Estrogens:
   Anastrozole; tamoxifen; formestane; ATD, clomiphene etc.

6. Beta-2 Agonists:
   Bambuterol; formoterol; salbutamol; salmeterol; etc.

Additional examples of banned drugs can be found at www.naia.org/wellness.

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 866.635.7877 or www.drugfreesport.com/rec password naiaLive5.

It is your responsibility to check with the appropriate or designated athletics staff before using any substance.
Policy Statement on the Use of Supplements

It is to be noted that the Park University Athletics Department does not condone the use of dietary supplements. The NAIA stance on dietary supplements is that student-athletes should be advised that the most effective and safest way to enhance their performance is to avoid dietary/nutritional supplement products and rely on a combination of a healthy diet, appropriate conditioning, rest and recovery, and avoiding substance abuse.

Student-athletes should always bring all supplement products to the designated athletics staff before using, and then checking all supplements through Drug Free Sport Axis, staffed by the National Center for Drug Free Sport, the NAIA third party drug testing administrator. DFS Axis is the only authoritative resource for questions related to whether listed ingredients on nutritional supplement product labels or in medications contain NAIA banned substances.

Products labeled as dietary supplements sold over the counter, in print advertisements and through the internet are under-regulated by the U.S. FDA. Dietary supplements are at risk of contamination or may include ingredients that are banned under your drug testing policy. Student-athletes have tested positive and lost their eligibility using dietary supplements. Any product containing dietary supplement ingredients is taken at the student-athlete’s own risk.

To access DFS Axis, call toll free 1-877-202-0769 or go to www.drugfreesport.com/axis, select NAIA, and insert password naialive5. Right on the home page you can select “Ask about Dietary Supplements” or go to the “Prescription/Over-the-Counter Drug Search”. It’s as easy as 1, 2, or 3.

By signing the Policy Consent Form, the student-athlete:

1. Acknowledges that he/she understands that they are to disclose all dietary supplements used to the head athletic trainer;
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 Park University and the National Association of Intercollegiate Athletics (NAIA) 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 anytime in the future, dietary supplements in any form; and releases the Park University, its agents, and all personnel of any and all responsibility and liability related to such use.
Park University
Student-Athlete Dietary Supplement Disclosure & Review Form

I, ________________________________ am taking or intend to take the following dietary supplements. I acknowledge the risk of losing my eligibility to participate in intercollegiate athletics if I test positive for an NAIA or Park University banned substance that may be found in any substance that I take, regardless of the reason or purpose for taking such supplements.

I acknowledge and understand that the labeling on these products can be misleading and inaccurate, and that sales personnel are neither motivated nor qualified to accurately certify that these products contain no banned substances. “Healthy” or “naturally occurring” are terms often used to market sales of dietary supplements, but do not necessarily mean they are safe.

Before taking or using any dietary supplement, I am responsible for ensuring the product does not contain any banned substance. By making this disclosure, I am requesting that these products and their ingredients be reviewed by Park University’s sports medicine staff for the purposes of determining whether they are medically safe to use and do not contain banned substances. I understand that I should not take or use these products until their usage has been reviewed by Park University’s sports medicine staff.

<table>
<thead>
<tr>
<th>Brand Name:</th>
<th>Listed Ingredients:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Athletic Trainer to review, circle banned substances and notify student-athlete.)</td>
</tr>
</tbody>
</table>

1. ________________________________
   ________________________________
2. ________________________________
   ________________________________
3. ________________________________
   ________________________________
4. ________________________________
   ________________________________

Signatures:

Student-Athlete Signature   Date   Athletic Trainer Signature   Date
Park University Department of Athletics
Drug Testing Reasonable Suspicion Reporting Form

I, _________________________________, under the reasonable suspicion clause that is outlined in the Park University Drug Education and Drug Testing Policy, 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 possible drug testing. The following sign(s), symptom(s) or behavior(s) were observed by me over the past _____ hours and/or ______ days.

Please check below all that apply:

The Student-Athlete has shown:

_____ irritability
_____ loss of temper
_____ poor motivation
_____ failure to follow directions
_____ verbal outburst (e.g. to faculty, staff, teammates)

_____ physical outburst (e.g. throwing equipment)
_____ emotional outburst (e.g. crying)
_____ weight gain
_____ weight loss
_____ sloppy hygiene and/or appearance

The Student-Athlete has been:

_____ late for practice
_____ late for class
_____ not attending class
_____ receiving poor grades

_____ staying up too late
_____ missing appointments
_____ missing/skipping meals

The Student-Athlete has demonstrated the following:

_____ dilated pupils
_____ constricted pupils
_____ red eyes
_____ smell of alcohol on the breath
_____ smell of marijuana
_____ staggering or difficulty walking
_____ constantly running and/or red nose
_____ recurrent bouts with a cold or the flu (provide dates ________________)

_____ over stimulated or “hyper”
_____ excessive talking
_____ withdrawn and/or less communicative
_____ periods of memory loss
_____ slurred speech
_____ recurrent motor vehicle accidents and/or violations (provide dates ________________)
_____ recurrent violations of Student Code of Conduct policy
Other specific objective findings include:

______________________________________________________________________________  
______________________________________________________________________________  
______________________________________________________________________________  
______________________________________________________________________________  
______________________________________________________________________________  
______________________________________________________________________________  

Signatures:

Name of Staff

Signature of Staff  Date

Reviewed By:

Director of Athletics/Designee  Date

Name of Counselor Consulted  Date Consulted

☐  Reasonable Suspicion Upheld

☐  Reasonable Suspicion Denied
1. Only those persons authorized by the institution will be allowed in the collection room.

2. When arriving to the collection room, the student-athlete will provide photo identification or a client representative will need to identify the student-athlete. The student-athlete will then print his or her name and arrival time on the Roster Sign-In Form.

3. The student-athlete will select a Custody & Control Form (CCF) from a supply of such and work with the institutional collector to complete the necessary information before proceeding with the specimen collection process.

4. The student-athlete will select a specimen collection beaker from a supply of such and will be escorted by the institutional collector (same gender) to the restroom to provide a specimen. The student-athlete will rinse his or her hands with water (no soap) and then dry their hands. Then the student-athlete will place a specimen barcode from the Custody & Control Form onto the beaker.

5. The institutional collector will directly observe the furnishing of the urine specimen to assure the integrity of the specimen.

6. The student-athlete will be responsible for keeping the collection beaker closed and controlled.

7. Fluids and food given to student-athletes who have difficulty voiding must be from sealed containers (approved by the institutional collector), opened and consumed in the collection room. These items must be free of any other banned substances.

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

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

10. Upon return to the collection room, the student-athlete will begin the collection procedure again.

11. Once an adequate volume specimen is provided; the institutional collector will escort the student-athlete to the specimen processing table.

12. The specimen processor will instruct the student-athlete to closely observe the specimen processing steps and will then measure the specific gravity.

13. If the urine has a specific gravity below 1.005, no value will be recorded on the CCF and the specimen will be discarded by the student-athlete with the institutional collector observing. The student-athlete must remain in the collection room until another specimen is provided. The student-athlete will provide another specimen.

14. Once the specimen processor has determined the specimen has a specific gravity above 1.005 the sample will be processed and sent to the laboratory.

15. If the laboratory determines that a student-athlete’s sample is inadequate for analysis, at the client’s discretion, another sample may be collected.
16. If a student-athlete is suspected of manipulating specimens (e.g., via dilution, substitution), the institutional collector will collect another specimen from the student-athlete.

17. Once a specimen has been provided that meets the on-site specific gravity, the student-athlete will select a sample collection kit from a supply of such.

18. The specimen processor will open the kit, demonstrate to the student-athlete the vials are securely sealed, open the plastic and open the A vial lid. The processor will pour the urine into the A and B vials and close the lids. The specimen processor should pour urine into vials above the minimum volume level (35 mL in A vial; 15 mL in B vial) and pour as much urine as possible into the vials using care not to exceed the maximum levels (90 mL in A vial; 60 mL in B vial).

19. The specimen processor will securely close the lids on each vial and then seal each vial using the vial seals attached to the CCF; assuring seals are tightly adhered to the vials with no tears or loose areas.

20. The specimen processor must then collect all necessary signatures (collector, donor, witness, and collector/specimen processor) and dates/times where indicated on the CCF.

21. The specimen processor will place the laboratory copy of the CCF in the back pouch of the plastic bag and the vials in the front pouch of the same bag. The bag should then be sealed. The sealed bag with vials will then be placed in the sample box. The box will then be sealed.

22. The student-athlete is then released by the institutional collector.

23. All sealed samples will be secured in a shipping case. The collector will prepare the case for forwarding. When two split samples are collected and packaged, care must be taken to assure one sample is placed in the shipping container for shipment to the “drugs of abuse” laboratory and one sample is placed in the shipping container for shipment to the “anabolic steroids” laboratory.

24. After the collection has been completed, the samples will be forwarded to the appropriate laboratory and copies of any forms forwarded to the Sport Drug Testing Department.

25. The samples then become the property of the client.

26. If the student-athlete does not comply with the collection process, the institutional collector will notify the appropriate institutional administrator and Drug Free Sport.
Safe Harbor Program

A student-athlete eligible for the Safe Harbor Program may refer himself/herself for voluntary evaluation, testing and treatment for alcohol or drug problems. A student-athlete is not eligible to enter the Safe Harbor Program:

1. More than one (1) time;
2. After he/she has been informed of an impending drug test;
3. After documentation of a positive drug test; or
4. Thirty (30) days prior to NAIA or Conference postseason competition.

Park University will work with the student to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanctions except those listed in this section (i.e. the team physician may suspend the student from play or practice if medically indicated). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan.

If a student-athlete is determined to have new banned substance use and/or alcohol use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate disciplinary actions as detailed in the Park University Department of Athletics Drug Testing Policy and Procedures. Entering the Safe Harbor Program will be treated as one of the disciplinary action phases and any positive test indicating new banned substance use and/or alcohol use after the initial Safe Harbor Program test will be treated as the next subsequent positive.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Park University. Students in the Safe Harbor Program may be selected for drug testing by the NAIA.

The Director of Athletics, Team Physician, Head Athletic Trainer, and the student-athlete’s Head Coach may be informed of the student-athlete’s participation in the Safe Harbor Program. The athletic trainer assigned to the student-athlete’s sport may also be notified if medically appropriate. The assistant coaching staff may also be informed at the discretion of the Head Coach. Other University employees may be informed only the extent necessary for the implementation of this policy.
I ________________________________ understand that, according to the
Park University’s Department of Intercollegiate Athletics Substance Abuse Policy and
Procedures, I may self-refer into the Safe Harbor Program once during my intercollegiate athletic
career for voluntary evaluation and counseling.

I further understand that I am not eligible for the Safe Harbor Program after being
informed of an impending test, after having received notification of a positive institutional test or
NAIA drug test, or thirty (30) days prior to NAIA or Conference post-season competition.

Park University will work with me to provide a treatment plan which may include
confidential impermissible substance testing. I will be furnished with a copy of the treatment
plan and guidelines after an initial meeting with a substance abuse counselor to evaluate the
extent of any of my substance use.

I understand that if I test positive for an impermissible substance upon entering the Safe
Harbor Program, the initial test result will not result in any administrative sanction, but may be
suspended from play or practice is medically warranted. I will be permitted to remain in the Safe
Harbor Program for a reasonable period, not to exceed thirty (30) days, as determined by the
treatment plan.

If I fail to comply with the treatment plan, I will be removed from the Safe Harbor
Program and my initial Safe Harbor positive test will be treated as a first positive and subject to
the sanctions as set forth in the policy. While in the Safe Harbor Program, I will not be included
in the regular random testing program, but may be selected for drug testing by the NAIA. Upon
successful completion of the Safe Harbor program, I will be subject to additional testing for one
calendar year.

The Director of Intercollegiate Athletics, the Team Physician, the Head Athletic Trainer
and my head coach or his/her designee will be informed of my participation in the Safe Harbor
Program. My assistant coach(es) may be notified at the discretion of the head coach or designee.
Other University employees may be informed only to the extent necessary for the
implementation of this policy.

Signature: ________________________________ Date: _______________
(Student-Athlete)

Signature: ________________________________ Date: _______________
(Director of Athletics/Designee)
NAIA Official Student Consent Form

A. Requirement to Sign Drug-Testing Consent Form
   1. Name of Institution: ___________________________________________________________
   2. Name of student-athlete: ___________________________ Sport(s): ________________
   3. You must sign this form to participate in any NAIA National Championship competition. This includes but is not limited to Opening Rounds and Final Sites. If you have any questions, you should discuss them with your director of athletics.

B. Consent to Testing
   1. You agree to allow the NAIA to test you in relation to any participation by you in any NAIA national championship or invitational competition. Examples of drugs in each class can be found at www.naia.org/wellness. Note: There is no complete list of banned substances. Check the NAIA Drug Free Sport AXIS for questions about supplements, medications and banned drugs.

C. Consequences for a Positive Drug Test
   1. By signing this form, you affirm that you are aware of the NAIA drug-testing program, which provides:
      2. A student-athlete who tests positive for use of a banned substance as defined by the NAIA banned-drug classes list, shall be sanctioned as outlined below:
         a. A student-athlete’s first offense for testing positive for the use of any banned drug shall be immediately suspended from further competition in any sport; and
         b. The period of suspension will be for a minimum of 365 days from the date of the specimen collection that lead to the positive test result; and
         c. The student-athlete shall be charged one season of competition in all sports because of the positive test result.
         d. A student-athlete testing positive a second time for the use of any banned drug shall lose all remaining NAIA regular season and post-season eligibility in all sports.
         e. Individual placings and honors earned at the national championship at which the positive test occurred shall be vacated.
         f. Team championships will be determined by the National Drug Testing and Education Committee.

D. Signatures
   1. By signing below, I consent:
      a. To be tested by the NAIA in accordance with NAIA drug-testing policy, which provides among other things that I will be notified of selection to be tested;
      b. I must appear for NAIA testing or be sanctioned for a positive drug test; and my urine sample collection will be observed by a person of my same gender;
      c. To accept the consequences of a positive drug test;
      d. To allow my drug-test sample to be used by the NAIA drug-testing laboratories for research purposes to improve drug-testing detection; and
      e. To allow disclosure of my drug-testing results only for purposes related to eligibility for participation in NAIA competition.

I understand that if I sign this statement falsely or erroneously, I violate NAIA legislation on ethical conduct and will jeopardize my eligibility.

_______________________  ____________________________________________________
Date    Signature of student-athlete

_______________________  ____________________________________________________
Date    Signature of parent (if student-athlete is a minor)

_________________________________________  __________________  _________
Name (please print)     Date of birth     Age

___________________________________________________________________________________
Home address (street, city, state and zip code)

___________________________________________________________________________________

Sport(s)
The NAIA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NAIA allows exemptions to be made for those student-athletes with documented medical history demonstrating the need for regular use of such a drug. Exemptions may be granted for substances included in the following classes of banned drugs: stimulants, anabolic agents, beta blockers, diuretics, peptide hormones, anti-estrogens, and beta-2 agonists.

### Case # (for national Office use Only)

1. **Name of Athlete:**
   **Sport(s):**
   **Institution:**
   **Conference:**
   **Address:**

2. List all doctor proscribed medications currently being taken by student. Include diagnosis and date medication was initially prescribed for the student, as well as the issue date of the student’s current prescription.

<table>
<thead>
<tr>
<th>Rx</th>
<th>Diagnosis</th>
<th>Date Rx Began</th>
<th>Date of Current Rx</th>
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3. I hereby certify that the above information is complete and accurate:

   **Student-Athlete Signature**
   **Name (please print)**
   **Date**
   **Parent Signature (if student-athlete is a minor)**

4. In the event that the student tests positive for a banned substance, the following information is required to be completed by the treating physician (M.D. or D.O.):

   **Current Treating Physician**
   **Specialty**
   **Date Assessment Completed**

   **Physician Office Address and Phone**
   **Physician Signature**
   **Today’s Date**

   **Required Materials:**

   - Complete Assessment/Notes/Diagnosis
   - Medications(s) and dosage
   - Blood pressure and pulse readings and comments
   - Note that alternative non-banned medications have been considered, and comments
   - History of treatment (previous/ongoing)
   - Laboratory/testing results (if applicable)
   - ADHD rating scale (if applicable)

   **Athletic Director Signature**
   **Athletic Trainer Signature**

5. **Attach current transcript.**

   **Send this form and transcript to: NAIA National Office, Attn: Legislative Services**
   **All 5 areas of this form must be completed before the request can be considered by the National Office, Legislative Services Dept.**

   **FOR OFFICIAL USE ONLY — DO NOT WRITE IN THIS SPACE**

   - **Granted**
   - **Denied.** The request does not meet criteria established by membership. **NAIA Legislative Services Dept.**
   **Date**