Pace University Athletics Department Drug Education and Testing Program

This program is designed for the intercollegiate student-athletes at Pace University. This program is in addition to the drug education and drug testing programs required by the NCAA.

Pace University reserves the right to alter, amend, or modify this Drug Testing and Education Program at any time without prior notice. **This Drug Education and Testing Program (including and sanction phase) are separate and distinct from the NCAA Drug Testing program and its sanctions.**

A. Program Purposes
The purpose of the drug education and testing program is to deter the use of drugs and:

1. To identify student athletes who are substance abusers through a testing program based on periodic testing to reveal the use of drugs;
2. To promote an education program that informs the student-athletes about drugs and drug abuse, alcohol, tobacco, and nutritional supplements.
3. In appropriate cases, to remove from our athletic programs a student athlete who is found to have violated the requirements of this policy.

Resources to promote an education program for student athletes will consist of an NCAA drug testing video, speakers from the National Center for Drug Free Sports, the Resource Exchange Center (REC), and other resources that are deemed appropriate.

B. BANNED DRUGS
Student-athletes may use no substance belonging to the prohibited NCAA banned-drug list classes; regardless of whether it is specifically listed as an example on the NCAA banned-drug list or not (see Appendix A for banned drug classes). The specific banned-drug classes are: Stimulants, Anabolic Agents, Diuretics, Street Drugs, Peptide Hormones and Analogues.

The Pace University drug-testing program may test for substances not listed on the NCAA Banned Drug Classes List and at lower cutoff levels than the NCAA testing levels.

The NCAA and Pace University recognize that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA and Pace University allow exceptions to be made for those participants with a documented medical history demonstrating the need for regular use of such a drug; stimulants, beta blockers, diuretics and peptide hormones. Information regarding exceptions procedures can be found at www.ncaa.org/health-safety. All medications prescribed by a physician should be reported to the Pace University Medical Staff prior to a notification or reporting for drug testing. These records should be continuously updated.
**Nutritional/Dietary Supplement**

The NCAA stance on dietary supplements:

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 the Resource Exchange Center, REC, staffed by the National Center for Drug Free Sport, the NCAA third party drug testing administrator. The REC is the only authoritative resource for questions related to whether listed ingredients on nutritional supplement product labels or in medications contain NCAA 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 the REC, call toll free 1-877-202-0769 or go to www.drugfreesport.com/rec, select NCAA, and insert password ncaa1,ncaa2, or ncaa3 (depending on your divisional affiliation). Right on the home page you can select “Ask about Dietary Supplements” or go to the “Prescription/Over-the-Counter Drug Search”.

**C. TESTING PROGRAM**

A copy of the Pace University’s Intercollegiate Athletics Drug Education and Testing Program will accessible for all student-athletes to view at www.paceathletics.com/drugtestingeducation. Each student-athlete will be required to sign a consent form (Appendix B) acknowledging receipt and understanding of the drug testing program and providing consent to the administration of the urinalysis testing required by the program and a release of the testing information to certain people. If a student-athlete decides not to sign the consent form, please refer to Section I – Failure to Sign the Consent Form. Any student-athlete under age 18 will require a parental (or legal guardian) consent on the form. The basic test to be used for drug screening is a urinalysis. **This policy is not to be construed as a contract between the college and the student-athletes at Pace University. However, signed consent and notification forms shall be considered confirmation of the student-athlete’s agreements to the terms and conditions contained in this policy and shall be a legal obligation of the student-athlete.**

Prospective student-athletes will be informed of the Pace University’s drug testing policy during the recruiting process prior to attending Pace University.
D. SELECTION

Student-athletes may be subject to testing at any time during the calendar year. Student-athletes will be selected for testing in seven ways:

1. Random testing
2. Team testing
3. Reasonable suspicion
4. Championship testing
5. Preseason testing
6. Follow up testing
7. Re-entry testing

Student-athletes may be subject to testing at any time when, in the judgment of the Director of Athletics or his/her designee, there is reasonable cause to suspect the student is engaged in the use of any of the drugs prohibited by this policy. Such suspicion may be based on information from any source deemed reliable by the Director of Athletics or his/her designee, including, but not limited to:

1. Observed possession or use of substances that reasonably appear to be drugs of the type prohibited.
2. Observed abnormal appearance, conduct or behavior, including unusual patterns of absence from training, classes or competition, reasonably interpretable as being caused by the use of drugs of the type prohibited.

Individualized reasonable suspicion means: if the available facts were conveyed to a reasonable person unfamiliar with the student-athlete or the athletics program, that person would conclude that there is a factual basis for determining that the student-athlete is using a prohibited drug. (See Reasonable Suspicion Drug Testing Form- Appendix C). All medications prescribed by a physician should be reported to the Athletic Training Staff prior to a notification or reporting for drug-testing. These records should be continuously updated.

Student-athletes will be selected at random from official squad lists. **Those who qualify for NCAA championships may also be tested prior to the championship.** The Head Athletic Trainer, Associate Athletic Trainer or Assistant Athletic Trainer will notify the Head Coach who will assist in notifying the student-athletes. The athletic trainers will meet with those selected and will assist in filling or notification forms (Appendix D) which will explain the date and time of the test. Those selected will be required to report for testing at the time, date and location listed on the notification forms. Pace University will give no more than 48 hours’ notice to student-athletes selected for drug testing.

The testing will be an observed urinalysis using The Center for Drug Free Sport and their collection protocols and procedures. (Appendix E). The Sample will be provided under direct observation assuring the integrity of the specimen. Any manipulation, adulteration or dilution of the sample by the student-athlete will result in a positive test. As listed in item # 12, the student-athlete must produce a sample with acceptable specific gravity. The student-athlete must continue to provide samples until the proper level is reached. The student-athlete may be signed out in order to attend class. If the student-athlete is excused from drug testing to attend classes,
they are required to return as soon as possible for drug testing (e.g., same day) and will be required to remain at the testing station until an acceptable sample is provided. Each urine sample will be analyzed for the presence of the listed drugs by the lab designed by The National Center for Drug Free Sport.

The results of the tests will be given to the Head Athletic Trainer and/or Associate Athletic Trainer who will inform the Director of Athletics of any student-athlete positive tests.

E. CONFIDENTIALITY
Student-athletes are assigned a numeric code which appears on all lab forms thus protecting their identities. Results of the testing will only be given to those persons that have a need to know, such as those listed on the drug testing consent form (Appendix B).

As part of the treatment program, the student-athlete may be required to participate in-group educational sessions, which might affect confidentiality.

F. DISCIPLINARY ACTIONS FOR POSITIVE TEST RESULTS
The Director of Athletics will be informed of any positive test result and the following actions will be taken:

1st Positive

1. Notification of Head Coach.
2. Confidential meeting with director of athletics, head coach and head athletic trainer.
3. Required to sign Disciplinary Action Form (Appendix F)
4. Required additional drug testing.
5. Notification to parents/legal guardians of test results by telephone and/or in writing.
6. Suspension from a minimum of ten percent or one contest whichever is greater. This will take place during contests scheduled in the regular championship season including post season competition (not exhibition games), which would be served during the next available competition and can be carried over to the next season if necessary. Ex. 25 game schedule = 2.5 contest .5 and higher rounded up, below .5 rounded down. During the suspension the student-athlete will not be allowed to dress for the suspended contests nor travel with the team to the contests in which they are suspended.

**Please note that when in-season, a student-athlete may miss more contests than the 10% suspended number as the student-athlete must retest negative before reentry into competition can be granted.

7. Additional disciplinary action as specified by the Head coach in conjunction with the Director of Athletics.
8. A student athlete may return and be allowed to practice with the team prior to the retest if medically cleared by the team physician.

The first offense is cumulative throughout the student-athlete’s eligibility.
2nd Positive

1. Dismissed from squad.
2. Ineligible for further intercollegiate competition.
3. Notification of parents/legal guardian by telephone and/or in writing.
4. Athletic aid will be removed as soon as possible in conformity will all university, conference and NCAA rules.
5. Athlete may appeal loss of athletic aid and permanent dismissal from team (See section J).
6. Successful appeal will still result in a certain level of suspension from athletic competition as a result of the 2nd positive test.

Following the first positive test, the student-athlete will be retested anytime within 30 days of the initial testing date. The results of this retest must be negative or at least show evidence of no drug use or it will be considered as the second positive offense. If the retest returns positive, a lab analysis of results will determine if there was new drug use since the initial testing date. Once a negative screen is obtained, any subsequent positive screens will be treated as an additional offense. All student-athletes who have tested positive for a banned substance must undergo re-entry testing and the results report as negative before the student-athlete is allowed to return to competition. No student-athlete will be allowed to return to competition while the results of the most recent retest are still positive for the identified substance. After serving the imposed Athletic Department suspension, the student-athlete will undergo weekly retesting to determine if the student athlete can return to competition. The results of any subsequent retesting must be received by the Head/Associate Athletic Trainer before a student athlete can be granted re-entry into competition. This retesting will be conducted as early as possible on a weekly basis.

If Pace University Counseling Services, or outside counseling services, recommends extending the 30 day retest period of time for a student-athlete under their care following an initial positive drug test, the student-athlete must retest negative. If the student-athlete retests positive at the end of the extended period, the student-athlete will receive disciplinary action for a second positive drug testing according to the Pace University Drug Testing Policy.

In keeping with the Athletic Department’s support of the student-athlete, the Head Coach will be informed of the date and time of the student-athlete’s initial visit with counseling services and can follow-up with the student-athlete as to future counseling sessions. However, the Head Coach will not be allowed to contact counseling services to obtain any information on the status of the student-athlete. If there are questions or concerns about the student-athlete’s attendance at counseling sessions, they should be referred to the Head/Assistant Athletic Trainer.

- **Retesting**
  
  A student-athlete, who has tested positive for a banned substance as outlined in this policy, will be required to undergo drug and/or alcohol retest any time within 30 days of the initial positive test. The cost of the retest is the responsibility of the student-athlete. The Director of Athletics or his/her designee shall arrange for retesting. (This test may serve as a re-entry test if the levels of the banned substance are negative and the student-athlete has met all requirements for re-entry.)
Follow-up Testing

A student-athlete who has returned to participation in intercollegiate sports following a positive drug test under this policy will be subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the Athletic Director of his/her designee.

G. FAILURE TO REPORT FOR TESTING

Any student-athlete who does not report for testing as notified will be treated as a positive test and subject to the disciplinary actions for a positive test. After being notified as to when and where to report for testing, if a student-athlete fails to show up for the test at the specified time or otherwise fails to provide the urine sample when requested, he/she will be required to meet with the Director of Athletics. At this meeting, the student-athlete will be given the opportunity to explain his/her actions. If, as a result of that meeting, the Director of Athletics determines that the reason(s) given by the student-athlete is not a good cause justifying the student-athlete’s failure to participate in the testing, the student-athlete will be treated as if the test result was positive and appropriate disciplinary action will be taken.

H. FAILURE TO PRODUCE AN ACCEPTABLE SAMPLE

Student-athletes who report for testing will be required to stay at the testing site until an acceptable sample is provided (according to The National Center for Drug Free Sport protocol- Appendix E). Three or more dilutes samples will constitute reasonable suspicion and automatic follow-up testing for the remainder of the student-athlete’s eligibility. Student-athletes may be signed out to attend class (Appendix G). If a student athlete is excused from drug testing for class attendance, they are required to return to the drug testing station immediately after class for drug testing, or at a designated time if attending more than one class in succession. A student-athlete who has been excused from the drug testing station to attend class will not be allowed to participate in practice that day until an acceptable sample has been provided. Failure to return to the testing site will be treated the same as failure to report for testing as listed in Section G.

I. FAILURE TO SIGN THE CONSENT FORM

Participating in athletics is voluntary. To participate, a signed consent form is required. Without a signed consent form the student-athlete will not be permitted to participate and will not be permitted a scholarship.

J. APPEAL PROCESS

Student-athletes who test positive under the terms of the Drug Education and Testing Program will be entitled to a hearing prior to imposition of any sanction. A three person Appeals Committee comprised of the Faculty Athletics Representative, the Associate Athletics Director and an Assistant Athletic Trainer of their designees, will hear appeals. The Committee will make a recommendation on each appeal to the Director of Athletics or his/her designee regarding the sanction to be imposed will be final.
Requests for 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-athlete desires. However, the student-athlete must present his or her own case. The hearing should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or other parties involved may request an extension of this 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. During the appeals process, the student-athlete may continue to complete until the Director of Athletics or his/her designee has rendered a final decision.

A student-athlete who tests positive for a banned substance by the laboratory retained by Pace University may, within 48 hours following receipts of notice of the laboratory finding, contest the positive findings. Upon the student-athlete’s request for additional testing of the sample, the Director of Athletics of his/her designee will formally request the laboratory retained by the university to perform testing on specimen B. Specimen B finding will be final, subject to the results of any appeal. If section B results are negative, the drug test will be considered negative. The athlete will be responsible for all costs associated with specimen B analysis (e.g. laboratory cost, travel costs) if specimen B results are positive.

K. SAFE HARBOR
Student-athletes are encouraged to voluntarily come forward to seek assistance with a drug related problem without punitive sanctions. Requests should be made to the head/associate athletic trainer. Any student-athlete requesting “Safe Harbor” will be given a request for (Appendix G) to sign that will be kept in his/her file in the athletic office. This program requires the student-athlete to ask for “Safe Harbor”. This will not be an option following the student-athlete’s selection for drug testing or after testing positive on any preceding test. This will be the student-athletes one and only opportunity while participating in Pace University athletics. Counseling is always available to assist with problems or circumstances that could lead to a positive drug test.

Once a student –athlete declares “Safe Harbor; the student-athlete will:

- Be drug tested immediately
- Be referred to the Pace University Counseling Services
- Follow and complete the prescribed counseling/treatment plan
- Be retested within 30 days (Appendix H) and be retested at a frequency prescribed by the counselor of Pace University Medical Team
- Remain in “Safe Harbor” for a period of time not to exceed 30 days or if released earlier by the counselor and/or Pace University Medical Team. Safe Harbor may be extended longer than the normal 30 day period if it is recommended by the counselor.
- Not be eligible for randomized drug testing while in “Safe Harbor”, but will remain eligible for drug testing by the NCAA
The Pace University Medical Team and/or counselor may suspend the student-athlete from athletics participation if medically indicated. Failure to comply with any aspect of the counseling program or any subsequent positive drug test indication new or increased use of a banned substance will result in removal from “Safe Harbor”. The student-athlete will then be re-enrolled in the regular drug testing program and receive disciplinary action for a 1st positive drug test according to the Pace University Drug Testing Policy.

If in the event the 30 day retest period is extended via counselor recommendation, the student-athlete must retest negative at the end of that extended period or the student-athlete will receive disciplinary action for a 1st positive drug test according to the Pace University Drug Testing Policy.

Upon entering Safe Harbor, if a student-athlete initially tests negative, the student-athlete will then be re-enrolled in the regular, randomly selected Pace University Drug Testing program, and the Safe Harbor option has been used and is no longer available to the student-athlete. However, if a student-athlete, upon entering Safe Harbor, initially tests positive, the student-athlete, after completing Safe Harbor, will then be re-enrolled in the regular, randomly selected Pace University Drug Testing Program and subject to unannounced follow-up testing at a frequency determined by the Athletics Director or his/her designee, in this case the Drug Testing Coordinator.

The Athletics Director, Head Athletic Trainer, Assistant Athletic Trainer assigned to the student-athlete’s sport, the Team Physician, and the Drug Counselor may be informed of the student-athlete’s request for “Safe Harbor”. Other university officials may be informed only to the extent necessary for the implementation of this policy.
**Alcohol Sanctions:**
Any violation of the Pace University alcohol policy on or off campus by a student-athlete will result in a meeting with the head coach. Any legal conviction or continuance without a finding of a student-athlete for, DUI, DWI, public intoxication, and any crime committed under the influence of alcohol, and/or the illegal purchase (alcohol) will result in a meeting with the head coach and the director of athletics. A letter of reprimand will be placed in the student athlete’s file. Any violation may also result in suspension from competition (number to be determined). Additional sanctions are possible.

**Tobacco Sanctions:**
In accordance with NCAA Bylaw 17.1.9, the use of tobacco products by a student-athlete is prohibited during practices and competition. A student-athlete who uses tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition.

In addition, the use of tobacco products is prohibited at any official University events, University vehicles and buses and University buildings (specifically classrooms) with the exception of the student-athletes dormitory room. If the tobacco violation occurs outside of a practice or competition site, the sanctions will be determined by the head coach with a possible meeting with the athletic director. Additional sanctions are possible.
2017-18 NCAA Banned Drugs

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

The NCAA bans the following classes of drugs:

1. Stimulants.
2. Anabolic Agents.
3. Alcohol and Beta Blockers (banned for rifle only).
4. Diuretics and Other Masking Agents.
5. Illicit Drugs.
7. Anti-Estrogens.

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

b. Gene Doping
c. Local Anesthetics (under some conditions).
d. Manipulation of Urine Samples.
e. Beta-2 Agonists permitted only by prescription and inhalation (i.e., Albuterol).

NCAA 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.
Check with your athletics department staff prior to using a supplement.

2017-18 NCAA Banned Drugs
Page No. 2

Some Examples of NCAA Banned Substances in Each Drug Class.

THERE IS NO COMPLETE LIST OF BANNED SUBSTANCES.

Do not rely on this list to rule out any label ingredient.

Stimulants:
- amphetamine (Adderall);
- caffeine (guarana);
- cocaine;
- ephedrine;
- methamphetamine;
- methylphenidate (Ritalin);
- synephrine (bitter orange);
- methylhexanamine (DMAA);
- “bath salts” (mephedrone);
- Octopamine;
- DMBA;
- phenethylamines (PEAs);
- exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents (sometimes listed as a chemical formula, such as 3,6,17-androstenedione):
- Androstenedione;
- boldenone;
- clenbuterol;
- DHEA (7-Keto);
- epi-trenbolone;
- testosterone;
- etiocholanolone;
- methasterone;
- methandienone;
- nandrolone;
- norandrostenedione;
- stanozolol;
- stenbolone;
- trenbolone;
- SARMs (ostarine, ligandrol, LGD-4033);
- etc.

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

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

Illicit Drugs:
- heroin;
- marijuana;
- tetrahydrocannabinol (THC);
- synthetic cannabinoids (e.g., spice, K2, JWH-018, JWH-073)

Peptide Hormones and Analogue:
- growth hormone(hGH);
- human chorionic gonadotropin (hCG);
- erythropoietin (EPO);
- IGF-1 (colostrum);
- etc.

Anti-Estrogens:
- anastrozole;
- tamoxifen;
- formestane;
- ATD, clomiphene;
- SERMS (nolvadex);
- Arimidex;
- clomid;
- evista;
- fulvestrant;
- aromatase inhibitors (Androst-3,5-dien-7,17-dione);
- etc.

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

Any substance that is chemically related to one of the above classes, 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 Drug Free Sport AXIS, 877-202-0769 or www.drugfreesport.com/axis password ncaa1, ncaa2 or ncaa3.

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

NCAA/6_5_2017_MW:dks
AUTHORIZATION FOR RELEASE OF INFORMATION
and
CONSENT TO TESTING OF URINE SAMPLE

ACKNOWLEDGMENT OF RECEIPT OF DESCRIPTION OF DRUG PREVENTION, EDUCATION, TESTING & TREATMENT PROGRAM

I hereby acknowledge that I can view a copy of the provisions of Pace University, Department of Athletics and Recreation, Drug and Alcohol Education, Testing and Treatment Program at www.paceuathletics.com/drugtestingeducation. I understand these provisions are consistent with the National Collegiate Athletic Association (NCAA) rules and regulations regarding drug testing at post-season competition and/or year-round testing.

I further acknowledge that I have read the material, that it has been explained to me, and that my questions have been answered. I fully understand the provisions and I agree to the conditions.

CONSENT TO COLLECTION & TESTING OF URINE SAMPLE

I hereby consent to have a sample of my urine collected and tested for the presence of certain drugs or substances in accordance with the provisions of the Pace University, Department of Athletics and Recreation, Drug and Alcohol Education, Testing and Treatment Program, and the National Collegiate Athletic Association (NCAA).

I understand that I will be under constant observation by a same-gendered test collector while passing the sample.

I hereby authorize confidential release of test results to those individuals listed in the Pace University Drug Testing Policy in compliance with the provisions of the referenced program. I also authorize parental notification as appropriate under the Pace University Parental Notification Policy and FERPA Policy Statement.

I hereby agree to defend, hold harmless, indemnify and release forever, and forever discharge Pace and all its officers, agents and employees from and against any and all claims, demands and actions or causes of action, on account of damage to personal property, personal injury, or death, as well as for the release of any information or records as authorized by this consent form, which may result from the aforesaid consent and activities incident thereto.

I understand that my signature on this form is a pre-requisite for participation in Pace University intercollegiate athletics.

Name (Type) _____________________________________________

Signature _______________________________________________

Sport

Date
APPENDIX C

PACE UNIVERSITY DEPARTMENT OF ATHLETICS
DRUG TESTING REASONABLE SUSPICION
REPORTING FORM

I, __________________________________, under the reasonable suspicion clause
(Pace University Athletic Depart. Staff Member) that is outlined in the Pace 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 (Name of student-athlete) for possible drug testing following sign(s), symptom(s) or behavior(s) were observed by me over the past _____ hours and/or _____ days.

Please check below all that apply:

The Student-Athlete has shown:
___ irritability
___ loss of temper
___ poor motivation
___ failure to follow directions
___ verbal outburst (e.g. to faculty, staff, teammates)
___ physical outburst (e.g. throwing equipment)
___ emotional outburst (e.g. crying)
___ weight gain
___ weight loss
___ sloppy hygiene and/or appearance

The Student-Athlete has been:
___ late for practice
___ late for class
___ not attending class
___ receiving poor grades
___ staying up too late
___ missing appointments
___ missing/skipping meals

The Student-Athlete has demonstrated the following:
___ dilated pupils
___ constricted pupils
___ red eyes
___ smell of alcohol on the breath
___ smell of marijuana
___ staggering or difficulty walking
___ constantly running and/or red nose
___ recurrent bouts with a cold or the flu (give dates ___________)
___ overstimulated or “hyper”
___ excessive talking
___ withdrawn and/or less communicative
___ periods of memory loss
___ slurred speech
___ recurrent motor vehicle accidents and/or violations (give dates ___________)
___ recurrent violations of Pace University Student Code of Conduct

Other specific objective findings include:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Signatures

__________________________________  _____________________________________
(Print Name of Athletic Dept. Staff)                       (Signature of Athletic Dept. Staff)                         (Date)

Reviewed by: ______________________________________________________  _________
(Director of Athletics/Designee)                         (Date)

____ Reasonable suspicion finding upheld
____ Reasonable suspicion finding denied
PACE UNIVERSITY DRUG TESTING
AND EDUCATION PROGRAM NOTIFICATION FORM

Student Athlete:________________________                   Sport: __________________________

Notification Date: ____________________    Time of Notification: _______________________

I have been notified to report for drug testing on _________________________@____ am
at the _____________________________________________________ with a picture ID card.

-- I understand that failure to appear at the testing site on or before the designated time will be
    considered the same as testing positive with the same results.
-- I understand I must remain at the testing station until I provide an adequate specimen as
    indicated by the testing lab protocol.
-- It is best not to use the restroom upon walking up prior to the test.
-- I will be prepared to provide an adequate specimen and will not over hydrate (Do no drink too
many fluids). I understand that providing three consecutive unacceptable diluted specimens will
cause me to be selected for follow-up testing at all the departmental random tests done for one
year from the date of this test. I understand that I will have to stay at the testing site until an
acceptable sample is provided. If you have difficulty providing an acceptable specimen you may
be signed out to attend class but will be required to return to the testing site after class.

Student-Athlete Name (Print)_________________________________

Student-Athlete Signature: ______________________________________

Date: _________________

I am currently taking the following medication(s) prescribed by a Physician.

____________________________________________________________

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

Signature of person providing notification: _________________________________
The National Center for Drug Free Sport, Inc.

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

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

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

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

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

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

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

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

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

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

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

12. If the urine has a specific gravity below 1.005 (1.010 if measured with a reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
PACE UNIVERSITY ATHLETICS DEPARTMENT
DRUG TESTIGN PROGRAM DISCIPLINARY ACTION FORM

I _____________________________________, understand that on ______________________,
I was found to have a positive drug screen for _______________________________________
Following a meeting with ____________________________________________ and
____________________________________ I understand that:

-- I will be retested anytime within 30 days from today’s date noted below with our signatures. I must
retest again within that time. If that retest is positive and shows evidence of new drug use, it will be
considered my second positive offense which calls for 1) dismissal from my team,
2) ineligible for further competition, notification of parents/legal guardian in writing, 3) Athletic aid
being removed as soon as possible in conformity with all university, conference and NCAA rules.
-- I understand that each retest must show a negative test or evidence of no new drug use or it will be
considered as a second positive offense.
-- My parents or legal guardians will be notified by telephone and/or writing of the results of my
positive test.
-- My head coach will be notified of my positive drug test.
-- I will be suspended from a minimum of 10 percent of the regularly scheduled contests for my
sport.
-- This suspension may be longer than the above 10 percent of regularly scheduled contests as I must
retest as negative for the substance in question before re-entry into competition can be granted.
-- I will be referred and required to meet with counseling services.
-- I will follow and complete the prescribed counseling/treatment plan
-- If I fail to complete or comply with the prescribed treatment/drug testing plan, I understand that it
will be considered a second positive drug test with all the penalties and sanctions thereof.
-- My Head Coach will be informed of the date and time of my initial visit with counseling services
and will follow-up with me as to future counseling sessions.
-- For the rest of my intercollegiate eligibility I will not only be randomly drug tested but I will be
follow-up drug tested at a frequency prescribed by the counselor of Pace University Medical Team.
--I understand that the first offense of the positive test is cumulative throughout my eligible
career at the university and I understand the consequences of a second positive drug test.

I have read, understand and agree to comply with the above.

Student-Athlete Name (Print) ______________________________________________

Student Athlete (Signature) ______________________________________________

Date __________________

Parents Contacted __________ Date __________ By Letter
PACE UNIVERSITY DRUG TESTING AND EDUCATION PROGRAM

SAFE HARBOR REQUEST FORM

Student Athlete: ______________________________   Sport: __________________________

Date of Request: ______________________________ Time of Request: _________________

I know that once I declare “Safe Harbor”:
-- I will be tested for drugs immediately
-- I will be evaluated by the Pace University Counseling Services and/or Pace University Medical Team
-- I will follow and complete the prescribed counseling/treatment plan
-- I will follow-up drug tested at a frequency prescribed by the counselor of the Pace University Medical Team
-- If I fail to complete or comply with the prescribed treatment/drug testing plan, I will be removed from Safe Harbor and this will constitute a first positive drug test with all the sanctions/penalties that apply
-- I will remain in “Safe Harbor” for a period of time not to exceed 30 days or until released by the counselor and/or Pace University Medical Team
-- I will not be eligible for randomized drug testing while in “Safe Harbor”, but will remain eligible for drug testing by the NCAA
-- I may be suspended athletics participation by the Pace University Medical Team if medically indicated
-- I will be removed from “Safe Harbor” for failure to comply with any aspect of the counseling program or any subsequent positive drug test indicating new or increased use of a banned substance and this will constitute a 1st positive drug test
-- The Athletics Director, Head Athletic Trainer, Associate Athletic Trainer, Assistant Athletic Trainer assigned to the student-athlete’s sport, the Team Physician, and the counselor may be informed of the student-athlete’s request for “Safe Harbor”

Student-Athlete Name (Print) ______________________________

Student Athlete Signature: ________________________________

Date: ______________________________

I am requesting Safe Harbor due to the following drugs I have used:

______________________________________________

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

Signature of person Safe Harbor request made to: ________________________________
APPENDIX H

30-Day Notice (Safe Harbor)

According to Pace University Athletics Drug Testing Policy following a Safe Harbor request the student-athlete will be subjected to an immediate drug test. While in Safe Harbor, each retest must show a negative test or evidence of a no new drug use or it will be considered as a first positive offense.

Therefore, I understand that I will be subjected to an immediate drug test and will be retested within 30 days from today’s date noted below with our signatures. I must retest again at that time. If that retest is positive or shows evidence of new drug use, it will be considered my first positive offense which calls for:

1. Confidential meeting with director of athletics, head/associate athletic trainer.
2. Required to sign Disciplinary Action Form (Appendix F)
3. Required additional drug testing.
4. Notification to parents/legal guardians of test results by telephone and/or in writing.
5. Notification of Head coach.
6. Suspension from a minimum of ten percent or one contest whichever is greater. This will take place during contests schedule in the regular championship season including post season competition (not exhibition games), which would be served during the next available competition and can be carried over to the next season if necessary. Ex. 25 game schedule = 2.5 contest .5 and higher rounded up, below .5 rounded down. During the suspension the student athlete will not be allowed to dress for the suspended contests nor travel with the team to the contests in which they are suspended.

**Please not that when in-season, a student-athlete may miss more contests than the 10% suspended number as the student-athlete must retest negative before re-entry into competition can be granted.**

7. Additional disciplinary action as specified by the Head coach in connection with the Director of Athletics
8. Referred to Pace University Counseling Services. If Pace University Counseling Services refers a student-athlete for outside counseling service, expenses are initiated through the student-athlete’s health insurance coverage.

Student-Athlete Name (Print) ____________________________________

Student-Athlete Signature _______________________________________

Date __________________

Witnessed by:

__________________________________ Director of Athletics

__________________________________ Athletic Trainer