



## Administrative Procedure 3551 Substance Abuse and Drug Testing – Athletics

### Reasons for Implementation

- Education – To educate student athletes about the problems associated with drug use.
- Detection of Abuse – To detect student athletes who may have drug problems and to prevent the spread of use among the student population in general.
- Treatment and Rehabilitation – To assist in the treatment and rehabilitation of student athletes who test positive for drug use so that those students may once again safely and fully participate in academics, extra-curricular activities, and athletics at the District.
- Discourage and Deter Drug Use – To discourage and deter the future use of drugs by imposing significant sanctions on offenders.
- Promote Safe Student Participation in Athletics – To provide reasonable safeguards assuring that students are mentally and physically capable of engaging in athletic competition.

### Overview of the Procedure

No student athlete may participate in an athletic program at the District without signing and submitting the consent form (see Appendix A). Under no circumstances will ignorance of this procedure constitute a defense to its enforcement.

For the purpose of this procedure, a student athlete is any student whose name appears on a team roster, who is “red-shirted,” or who is otherwise associated with a team or solo sport and/or is involved in workouts or practices. Whether a sport is currently in or out of season is irrelevant to this determination.

### Drug Testing

#### A. Initial Screening

All student athletes will be subjected to urinalysis drug testing at the beginning of any athletic season. Any student athlete who receives a positive result during the initial screening will be subject to the sanctions of a First Time Offender pursuant to the Sanctions section of this policy.

#### B. Randomized Drug Testing

Throughout the year the District shall subject all student athletes (including athletes who participate in sports that are not currently in season) to unannounced, randomized urinalysis drug testing. At least once each semester, the District shall draw names from a “pool” containing the names of all student athletes. Under the supervision of two (2) school officials, a student athlete selected by his or her peers shall blindly draw fifteen (15) names for testing. The District reserves the right to increase the number of randomized tests administered in any given semester and the number of names drawn for testing at any time. In all cases, the District shall immediately notify student athletes of their selection and require them to undergo testing on that same day.

C. Suspicion-Based Drug Testing

The District may subject any student athlete to urinalysis drug testing if it has a “reasonable suspicion” that the student is using drugs in violation of this procedure. “Reasonable suspicion” requires more than a “hunch” or “intuition”; it requires a specific event or occurrence that supports the District’s belief that a student is using prohibited drugs. Any of the following shall be sufficient, without more, to constitute “reasonable suspicion”:

1. Direct observation of drug use by a reliable informant;
2. Direct observation by a person or persons associated with the athletic department (activity sponsor, coaches, athletic trainers, team physician, the Director of Athletics, the Director of Residential Living, the Chief Student Services Officer, etc.) of a student athlete’s physical or mental deficiency, medically indicated symptomology of drug use, aberrant conduct, or unexplained absenteeism;
3. Evidence that leads to the common sense conclusion that a student athlete is using drugs (e.g. significant changes in behavioral patterns, academic performance, athletic performance, atypical muscle gains, or atypical aggressive behavior);
4. Police or court determinations that a student athlete is using drugs;
5. Prior positive drug tests, regardless of whether the metabolite concentration for those tests satisfied the threshold for sanctions under this procedure.

Banned Drugs

Due to the constantly-evolving nature of performance enhancing and recreational drug compounds, it is impossible for the District to provide an all-inclusive list of banned drugs. Consequently, this procedure identifies banned drugs by class. Further, Appendix B to this procedure provides a list of some of the most commonly used banned drugs.

The District bans the following classes of drugs:

1. Stimulants
2. Anabolic agents
3. Alcohol and beta blockers
4. Diuretics and other masking agents
5. Street drugs (marijuana, cocaine, heroin, peyote, ecstasy, etc.)
6. Peptide hormones and analogues
7. Anti-estrogens beta-2 agonists
8. Any substance chemically related to the foregoing classes of drugs

Please note that student athletes will be accountable for all drugs within the banned classes regardless of whether the District has specifically identified those drugs.

WARNING: Before consuming any nutritional/dietary supplement product, student athletes should review the product and its label with the athletics department staff. Dietary supplements are poorly regulated and may contain substances not named on the label. Ultimately, student athletes are responsible for what they put into their bodies and they take dietary supplements at their own risk.

Consent Form

All student athletes shall read and complete the form entitled “Consent and Authorization Agreement” (see Appendix A). Student athletes must complete this form before they are allowed to practice, perform, or compete in intercollegiate contests. By signing this consent, student athletes subject themselves to an initial screening, the possibility of further random testing, or testing when reasonable cause exists.

Methodology

A. Prescription Medications

Upon implementation of this procedure or as soon thereafter as possible, student athletes shall supply the Head Athletic Trainer with the names of all prescription drugs that they are currently taking.

B. Collection of Urine Samples

1. A District official shall immediately and confidentially inform a student athlete that his or her name has been drawn for testing. The student athlete is not entitled to any advanced notice of his or her test.
2. Student athletes shall enter an empty locker room accompanied by an adult monitor of the same sex from the testing agency.
3. Male student athletes who are selected for testing shall produce their sample at a urinal, remaining fully clothed with their back to the monitor, who shall stand approximately 12 to 15 feet behind the student.
4. Female student athletes who are selected for testing shall produce their sample in an enclosed bathroom stall so that the monitor can hear but not observe the act of urination.
5. After the student athlete produces the sample, he/she shall give it to the monitor who shall check its temperature and coloring for tampering.
6. The District shall strictly follow the procedures governing preparation, handling and chain-of-custody of the sample, as set forth in Appendix C. Other than informing the student athlete of testing, the procedures for collection of urine samples will be carried out by the testing agency.

C. Confidentiality

The District shall limit testing to the detection of those substances enumerated in the Banned Drugs section of this procedure. The District shall not test for unrelated medical conditions.

The District must take care not to expose the results of student athlete drug tests to people who do not require the information to carry out an official school function.

D. Testing Techniques

The testing agency shall screen each urine sample using the “enzyme multiplied immunoassay technique” (“EMIT”), but may employ other generally-approved methods as necessary.

E. Results

This procedure shall define a “positive” drug test result as one indicating urine concentration levels at or exceeding the levels that the NCAA has established in its annual Drug Testing Program publication. More specifically, a test is “positive” for caffeine if the concentration in urine exceeds 15 micrograms/ml, for marijuana or THC if the concentration in urine exceeds 15 nanograms/ml, and for testosterone if the administration of testosterone or use of any other substance has the result of increasing the ratio of testosterone to epitosterone in urine to greater than 6:1.

The District shall immediately inform a student athlete of his or her positive test results via a dated letter.

F. Evasive Tactics

1. If a student athlete fails to report for drug testing after receiving notification that he or she has been selected, the District shall automatically designate him or her as an offender for the purpose of this procedure. Similarly, if a student athlete reports to the testing site but subsequently leaves the site without the permission of the drug-testing administrator, the District shall automatically designate him or her as an offender.
2. If the District suspects that a student athlete has manipulated his or her urine sample (e.g., via dilution or urine substitution), the District shall have the authority to automatically test that student athlete at a later date. However, the District shall not execute more than two consecutive negative tests on this basis.
3. If the District has conclusive proof that a student athlete has manipulated his or her urine sample, the District shall automatically designate him or her as an offender for the purpose of this procedure.

Sanctions

A. First-Time Offender

The District will impose the following sanctions against first-time offenders:

1. The Director of Athletics, Head Athletic Trainer, Chief Student Services Office, and the student athlete’s coach shall be informed that the student athlete has tested positive.
2. If the student athlete tests positive and his or her sport is currently “in season” (defined as the period spanning the first practice of the year to the last game of the year), the District shall immediately suspend that student athlete from practice and competition for seven (7) consecutive days, including a minimum of 10% of the games/meets/matches scheduled, or two (2) games/meets/matches, whichever is less. If the student athlete tests positive and his or her sport is currently out of season, the seven (7) day suspension shall begin six days prior to the first regularly scheduled game/meet/match. The District reserves the right to impose additional suspension time as it sees fit.
3. Within two (2) weeks of receiving his or her positive test results, the student athlete shall meet with the Chief Student Services Officer for referral to Narcotics Anonymous (NA) or Alcoholics Anonymous (AA). The student athlete will be required to attend a minimum of four (4) meetings of NA or AA within thirty (30) days of the referral by the Chief Student Services Officer.

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4. Failure to attend the four (4) required meetings within thirty (30) days will result in suspension from practice and competition until the student athlete attends four (4) meetings. Furthermore, if the four (4) meetings are not completed within forty five (45) days, the District will charge the student athlete with a second positive test result and shall submit him or her to the sanctions outlined in subsection B, Second-Time Offender.
5. After forty (40) days, the District shall submit the student athlete to a second drug test. If the results reveal a decrease in the drug metabolite, the District will not impose any additional sanctions. If the test results reveal that the drug metabolite has remained stationary or increased, the District shall designate the student athlete as a second-time offender and shall impose upon him or her the sanctions outlined in subsection B, Second-Time Offender.
6. A student athlete may appeal his or her designation as a first-time offender by submitting an appeal in writing to the Chief Student Services Officer. However, the student athlete must submit his or her appeal within five (5) days of learning his or her drug test results. The following are valid bases for an appeal:
  - i. To determine whether the testing agency conducted the drug test in a fair manner;
  - ii. To consider new information sufficient to potentially alter the test result.
7. Sanctions imposed under this procedure shall remain in effect during the appeals process unless otherwise directed by the President of the College.

**B. Second-Time Offender**

The District will impose the following sanctions against second-time offenders:

1. The Director of Athletics, Head Athletic Trainer, Chief Student Services Officer, and the student athlete's coach shall be informed that the student athlete has tested positive for a second time.
2. The District shall immediately and permanently suspend the student athlete from further participation in all athletic programs in the District.
3. A student athlete may appeal his or her designation as a second-time offender by submitting an appeal in writing to the Chief Student Services Officer. A student athlete must submit his or her appeal within five (5) days of learning of his or her positive test results.

**C. Drug-Related Convictions**

A student athlete's conviction for the sale, purchase, transfer, or possession of drugs shall result in automatic, immediate, and permanent dismissal from his or her athletics program.

Modification

This procedure is subject to modification at any time. However, the District shall notify student athletes of any and all changes prior to the date on which they take effect. Further, the District shall not discipline any student athlete on the basis of retroactively-applied changes to this procedure.

Approved: 9/27/11

**WEST HILLS COMMUNITY COLLEGE DISTRICT  
DRUG TESTING  
CONSENT AND AUTHORIZATION AGREEMENT**

I understand that in order to participate in intercollegiate athletics the West Hills Community College District requires me to submit to mandatory drug testing pursuant to the rules and procedures set forth in the District's Substance Abuse and Drug Testing Procedure.

Accordingly, I agree to supply a urine sample(s) as needed for the purpose of drug testing. I further agree and consent to the limited disclosure of my drug test results so that the District can properly determine my eligibility to participate in intercollegiate athletics.

Witness my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Student Athlete

\_\_\_\_\_  
Signature of Parent or Guardian  
(if student athlete is a minor)

\_\_\_\_\_  
Signature of Witness

Date: \_\_\_\_\_

**EXAMPLES OF BANNED DRUGS**Stimulants

Amiphenazole	Diethylpropion	Nikethamide
Amphetamine	*Ephedrine	Pemoline
Bemigirde	Dimethylamphetamine	Pentetrazol
Benzphetamine	Doxapram	Phendimetrazine
Bromantan	Ethamivan	Phenmetrazine
Caffeine	Ethylamphetamine	Phentermine
Cholpentermine	Fencamfamine	Picrotoxine
Cocaine	Meclofenoxate	Pipradol
Cropropamide	Methamphetamine	Prolintane
Crothetamide	Methylphenidate	Strychnine

*\* Please note that many common supplement products contain ephedrine.*

Anabolic Agents

Androstenodine	Methenolone
Boldenone	Methyltestosterone
Clenbuterol	Nandrolone
Clostebol	Norandrostenedione
Dehydrochlormethyl-Testosterone	Norethandrolone
Dehydroepiandrosterone	Oxandrolone
Dromostanolone	Oymesterone
Fluoxymesterone	Oxymetholone
Mesterolone	Stanozolol
Methandienone	Testosterone

Diuretics

Acetazolamide	Ethacrynic	Polythiazide
Bendroflumethiazide	Flumethiazide	Quinethazone
Benzthiazide	Furosemide	Spironolactone
Bumetanide	Hydrochlorothiazide	Triamterene
Chlorothiazide	Methyclothiazide	Trichlormethiazide
Chlorthalidone	Metolazone	

Street Drugs

Heroin  
\*Marijuana  
THC (terahydrocannabinol)

Peptide Hormones and Analogues

Chorionic Gonadotrophon (HCG)  
Corticotrophin (ACTH)  
Growth Hormone (Somatrophin)

*All of the releasing factors of the above-mentioned substances are also banned.*

**SPECIMEN PREPARATION, HANDLING, AND CHAIN-OF-CUSTODY**

Successful implementation of the Substance Abuse and Drug Testing Procedure requires the District and the testing agency to accurately collect, label, and transport all urine samples and keep all samples free from contamination. Accordingly, the District and the testing agency shall take the following measures to ensure the integrity of student samples:

1. A District official shall complete a test intake form that provides the testing agency with the following information:
  - a. The subject's identification code
  - b. The subject's sex
  - c. The date and time of collection
  - d. A list of the prescription drugs that the subject is currently taking
  
2. The student athlete shall:
  - a. Review and confirm all of the information on the test intake form.
  - b. Seal the bottle containing his or her sample
  - c. Write his or her anonymous identification code on a piece of security tape and fasten the security tape to the bottle
  - d. Place his or her bottle into a specimen envelope and seal the envelope with security tape
  - e. Place the envelope containing his or her sample into a shipping container
  - f. Confirm that the shipping container is secure and that the testing agency's address and label are clearly attached