

OUT-OF-COMPETITION TESTING GUIDANCE DURING COVID-19

MAKING HEALTH & SAFETY A TOP PRIORITY - JULY 2020

1. PROTECT YOURSELF AND OTHERS

- Sample collection personnel (SCP) follow a specific self-assessment and have to evaluate their involvement in a testing mission if:
 - they are ill, regardless if it is related to COVID-19 or not.
 - they fall into a group of persons at risk; health care professionals working with COVID-19 positive patients, have tested athletes who tested positive to COVID-19 within a timeframe of 14 days after the mission, live with a person in one of the other risk groups or vulnerable populations.
 - they fall into vulnerable persons' group due to age over 60 years' old, high blood pressure, diabetes, cardiovascular disease, compromised immune systems, etc., as advised by World Health Organization (WHO).
- Maintain as much as possible the recommended social distance (**at least 1 meter**) during sample collection session while ensuring the integrity of the process is maintained.
- The SCP should not engage in casual conversation with the Athlete.
- Prior to undertaking sample collection, ensure absence of vulnerable or persons presenting any of COVID-19 symptoms at the testing location.
- When OOC test on a single athlete or on multiple athletes, in the context of a team grouping (for example on a training camp with riders and staff), the SCPs will have to have had a viral test, based on a PCR method, as far as possible 3 days before the AD controls. Such viral tests intended for the qualitative detection of the new coronavirus are defined in the paragraph III-B-1 of the UCI protocol for the resumption of the road cycling season. Results will need to be negative for the SCPs to conduct the test. For OOC controls on a single athlete not in the context of a team group setting, the viral test is only optional.

2. ESSENTIAL PROTECTIVE EQUIPMENT

- Gloves. While gloves are not a substitute for hand hygiene, SCP shall wear gloves throughout the sample collection process and that athletes are also given the choice to wear gloves

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- Disposable face masks (medical face masks or non-medical masks or face covering); they shall be made available to both the athlete and SCP during the sample collection process.
- Alcohol-based hand sanitizer
- Disinfecting wipes and/or disinfecting spray
- New unused or disinfected pens for athlete's use only. Preferably, athletes should use their own pens.
- Disposable table cloth (optional)
- Garbage bags



3. PRE-NOTIFICATION PROCESS

- Have in your possession all the above listed equipment
- Clean your hands using the 'hand rub' technique and put a disposable face mask on (see Annex A).
- While remaining **outside** (and before proceeding with formal notification), notify the athlete verbally, show your accreditation, a specific COVID-19 authorization letter, the procedure and any other relative documentation. Ask the athlete the following question:
 - "Are you or anyone present with you experiencing any COVID-19 symptoms (i.e., sore throat, cough or fever) or
 - Do you or anyone living at this address have COVID-19?"
 - Are you or anyone living with you in quarantine or self-isolating?

⇒ If the athlete's response is "**NO**", proceed with formal verbal notification and inform the athlete that the completion of the Doping Control Form (DCF) and the Athlete Questionnaire will take place inside the testing location.

⇒ If the athlete's response is "**YES**", inform the athlete that they must confirm this information in writing. Offer the athlete the option to wear gloves. Provide the athlete with the 'COVID- 19 Athlete Questionnaire' as well as ask them to use their own pen, if not, offer a new or disinfected one.

- Inform the athlete that they must complete this questionnaire truthfully and to the best of their knowledge and that if they purposefully provide any inaccurate or incorrect information it could be construed as an anti-doping rule violation (e.g., tampering or attempted tampering) and they may be

subject to a sanction of up to four years. Confirm that the athlete understands this.

- Once the athlete has duly completed and signed the 'COVID-19 Athlete Questionnaire', provide a copy to the athlete. Inform that that this questionnaire will be sent to the ITA and that the ITA will review it and contact them to follow up.
- Inform the athlete that because they have declared that they (or someone present with them at this location/living at this residence/who lives with them) have COVID-19 or COVID-19 symptoms, sample collection will not proceed due to the risk of infection with COVID-19.
- If the athlete had chosen to wear gloves, instruct them on how to properly remove them and request they dispose of them in your garbage bag. Thank the athlete and leave the testing location.
- Before entering your vehicle, clean your hands, remove your disposable face mask and dispose safely in your garbage bag.
- As usual practice, return any doping control documentation, including the complete 'COVID-19 Athlete Questionnaire', to the ITA as soon as possible.

The **refusal** or **failure to comply** process after notification will apply should the athlete not be willing or able to proceed with sample collection where they are not self-isolating or in quarantine (they do not have, or not live with someone who has, COVID-19, symptoms, or are in a high-risk demographic). The SCP should ensure that the athlete is aware of the potential consequences and document it accordingly.

4. PROCEEDING WITH SAMPLE COLLECTION

- In case a mobile phone is used by the athlete, the DCO shall recommend not to use it for privacy reasons.
- Enter the testing venue and discuss the best location for sample collection where contact with other individuals that may be present will be avoided or minimized. The location should be ventilated as much as possible. Clean the surface where sample collection will take place using disinfectant wipes or disinfectant spray, including all materials to be used. As an alternative, a clean and disposable table cloth can be used.
- Clean your hands and ask the athlete to clean theirs using either of the techniques. Guide the athlete through either technique (see Annex A).
- Offer the athlete the option to wear gloves and a disposable face mask. If the athlete does not want to use gloves and/or a face mask, inform them that you will record this in the Comment section of the DCF.

- Put gloves on, as per proper safety instructions (see Annex A).
- Ask the athlete to acknowledge the notification by signing. Provide the athlete with a new unused or disinfected pen (preferable, they use their own!). Use your own pen, do not share it with the athlete.
- Inform the athlete that social/physical distancing will be maintained as much as possible. Remind the athlete of all the additional measures in place for health and safety (e.g., disinfecting and use of PPE).

NOTE: *Some specific situations may not allow the recommended distance to be maintained at all times. For example, **blood collection**, space limitations and/or the need for direct observation of urine sample provision are acceptable reasons to temporarily make allowances for closer distance. SCP should also inform athletes at the beginning of the sample collection process that, while all efforts will be made to maintain the recommended distance, there will be times when this is not possible. In situations where social/physical distancing is difficult to maintain, SCP should explain that wearing a face mask provides a barrier between SCP's respiratory droplets and the people and surfaces around them.*

- When collecting a urine sample, continue with standard urine sample collection procedures, keeping the following instructions in mind:
 - Where possible, continue to maintain social/physical distancing through sample collection.
 - When the athlete is ready to provide a sample, they must rinse their hands with water only (unless they have chosen to wear gloves) prior to providing a sample as per the requirements of the International Standard for Testing and Investigations (ISTI).
 - Once the athlete has provided their urine sample, instruct them to clean their hands with soap and water or use hand sanitizer prior to returning to the processing area (or to remove their gloves).
- When collecting a blood sample, continue with standard blood sample collection procedures, keeping the following instructions in mind:
 - The athlete must wear a face mask
 - The athletes will turn their heads away from the venipuncture site
- Request the athlete to complete and sign the DCF with his own pen.
- Wash or sanitize your hands and put on new gloves as well as in between athletes if you are testing more than one during a sample collection session.

5. COMPLETING SAMPLE COLLECTION SESSION

- Before leaving, clean work surfaces and all used materials (refractometer, pen, ruler etc.) with disinfectant wipes or spray. Ensure that all discarded items/waste are in your garbage bag.
- If the athlete was wearing gloves and/or a disposable face mask, guide them through the proper removal techniques (see Annex A) and ask them to place those items in your garbage bag. Instruct the athlete to clean their hands.
- Once leaving, if you are at the athlete's home, ask the athlete to open door for you (so that you are not touching their door knob).
- Before entering your vehicle, follow the removal instructions to remove your gloves and disposable face mask and dispose safely in garbage bag. Clean your hands using the hand rub technique (see Annex A).

Annex A – Safety Measures Information Guide

1. Gloves

When wearing gloves:

- Perform hand hygiene immediately before using and after removing gloves. It is important that hands be clean and dry before putting gloves on.
- Change gloves and perform hand hygiene during sample collection if gloves become damaged or gloves become visibly soiled with blood or body fluids following a task.
- Never wear the same pair of gloves for more than a single sample collection.

- Carefully remove gloves to prevent hand contamination. Follow the instructions provided in the diagram below and ensure that there is no direct contact with the outside of the gloves.



Additional Reminders:

- **DON'T** remove one glove, and then pull the other glove off by the fingertips.
- **DON'T** reuse disposable gloves once they have been removed.
- **DO** change gloves when heavily soiled or if torn.
- **DO** dispose of used gloves appropriately.
- **DO** cleanse hands before putting gloves on and after their removal and disposal

2. Face Masks

When using disposable face masks, be informed of the following:

- Disposable face masks should only be used once.
- Disposable face masks are effective only when used in combination with frequent hand-cleaning with alcohol-based hand rub or soap and water.

- Disposable face masks must be removed along with other waste generated from the sample collection session (i.e., SCP must leave with all the sample collection session waste).

When using disposable face masks, follow these instructions:

- Before putting on a mask, clean hands with alcohol-based hand rub or soap and water.
- Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.
- Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water.
- Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.
- To remove the mask: remove it from behind (do not touch the front of mask); discard immediately in a closed bin; clean hands with alcohol-based hand rub or soap and water.



3. Hand Washing

- Clean hands by rubbing them with an alcohol-based formulation, as the preferred mean for routine hygienic hand antiseptis, if hands are not visibly soiled. It is faster, more effective, and better tolerated by hands than washing with soap and water. This should take 20-30 seconds and is referred to as the **'hand rub' technique**.
- Wash hands with soap and water when hands are visibly dirty or visibly soiled by body fluids or after using the toilet. This should take 40-60 seconds and is referred to as the **'hand wash' technique**.

HOW TO HANDRUB?

RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED

⌚ Duration of the entire procedure: 20-30 seconds

1a Apply a palmful of the product in a cupped hand, covering all surfaces;

1b Rub hands palm to palm;

2 Rub hands palm to palm;

3 Right palm over left dorsum with interlaced fingers and vice versa;

4 Palm to palm with fingers interlaced;

5 Backs of fingers to opposing palms with fingers interlocked;

6 Rotational rubbing of left thumb clasped in right palm and vice versa;

7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

8 Once dry, your hands are safe.

HOW TO HANDWASH?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

⌚ Duration of the entire procedure: 40-60 seconds

0 Wet hands with water;

1 Apply enough soap to cover all hand surfaces;

2 Rub hands palm to palm;

3 Right palm over left dorsum with interlaced fingers and vice versa;

4 Palm to palm with fingers interlaced;

5 Backs of fingers to opposing palms with fingers interlocked;

6 Rotational rubbing of left thumb clasped in right palm and vice versa;

7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

8 Rinse hands with water;

9 Dry hands thoroughly with a single use towel;

10 Use towel to turn off faucet;

11 Your hands are now safe.