

GUIDANCE FOR TESTING DURING COVID-19 PANDEMIC

December 2021

Introduction

This “Guidance for Testing During COVID-19 Pandemic” is an update to the previous Guidance document issued by the World Anti-Doping Agency (WADA) to Anti-Doping Organizations (ADOs) [on 25 November 2020](#).

The original Guidance documents were created by WADA and the [WADA Strategic Testing Expert Advisory Group](#), along with input from a group of global National Anti-Doping Organizations (NADOs)¹ and the World Health Organization (WHO). Amendments to this latest version were proposed by the WADA [Strategic Testing Expert Advisory Group](#) and the group of NADOs.

This document covers testing during the pandemic with a sustained focus on health and safety for both Sample Collection Personnel and athletes and includes the following:

1. Guidance on the actions or the steps that ADOs should consider such as:
 - A defined assessment process to determine the level of sample collection that can take place;
 - The steps and procedures that an ADO should put in place prior to conducting a sample collection session;
 - Additional guidance on how to prioritize testing missions and athletes, plus measures for conducting In-competition testing;
 - The vaccination and/or regular testing of Sample Collection Personnel for COVID-19 as additional risk mitigation measures; and
 - Who to communicate with (e.g., athletes, Sample Collection Authorities (SCAs), event organizers and laboratories) as ADOs prepare to resume or continue their testing activities.
2. Examples of risk mitigation measures that should be added to sample collection procedures (Annex A), as well as an example of a ‘COVID-19 Athlete Questionnaire’ (Annex C); and
3. Supporting information and best practices regarding the use of personal protective equipment (PPE) (Annex B).

Each country and region may be at different phases of the pandemic, and WADA urges all ADOs to continue to follow the advice of national governments and health authorities to ensure the health and safety of athletes and Sample Collection Personnel. Prior to planning to conduct testing, ADOs should also conduct a detailed assessment of the situation from both a health and sporting context. Due to the need to protect the health of athletes and Sample Collection Personnel, ADOs should consider applying a greater level of health and safety measures when collecting samples due to the varying expectations of different athletes, including where athletes from different countries are competing in international sport environments.

¹ WADA thanks the NADOs from the following countries for their collaboration: Austria, Canada, Denmark, France, Germany, Ireland, Norway, Spain, Sweden, Switzerland, United Kingdom, and the United States.

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Given the different situations and phases of the pandemic specific to each country, it is difficult to establish one overarching set of guidelines. Therefore, the following recommendations aim to offer general guidance for ADOs as they adjust their testing programs. In doing so, everyone's priority should be the same; namely: ensuring the health and safety of athletes as well as Sample Collection Personnel, while maintaining the integrity of the sample collection process by ensuring that all procedures are in compliance with the [International Standard for Testing and Investigations \(ISTI\)](#).

The safeguards and measures outlined in this document should continue until national/local guidance suggests that additional protections are no longer required.

1.0 Testing Program Assessment

The decisions by an ADO on how to conduct testing during the COVID-19 pandemic should begin by assessing several criteria which should guide if, how, when and where testing should take place. This assessment should be routinely reconsidered as elements of the pandemic such as the emergence of new variants and restrictions change, and follow the guidance of national, regional or local authorities. The scope of the assessment may vary between different locations, the prioritization of athletes and the type of testing.

1.1 Is it permitted and safe to conduct testing?

The points below are provided as examples of what should be considered in determining whether it is permitted and/or safe to conduct testing:

- a) The prevalence of active COVID-19 infections and whether there are movement and/or social gathering restrictions. For example:
 - i) Are individuals or Sample Collection Personnel in the relevant country or region within a country where testing is planned to take place allowed to circulate or are movements restricted?
 - ii) Are Sample Collection Personnel permitted to enter the location where athletes are based, e.g., the athletes' house?
- b) Are sports training facilities open for athlete training and what entry restrictions are in place that may require additional planning in advance to access?
- c) Are sport competitions being held in that country and if so, are there any specific protocols or restrictions in place regarding entry into and operation at such events for Sample Collection Personnel, e.g., that they be vaccinated and/or be tested for COVID-19?
- d) Is sufficient personal protection equipment available?

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Note: If an ADO decides based on its assessment and the national restrictions in place that it is appropriate to temporarily stop testing, the ADO should advise WADA via email to testing@wada-ama.org.

1.2 Testing is permitted; what should be the next steps?

When implementing testing, an ADO should ensure that areas outlined below have been considered. For example:

- a) ADOs should engage with relevant WADA-accredited laboratories to confirm their operational status.
 - i) If a WADA-accredited laboratory is unable to accept samples due to its closure or border restrictions or is not accepting the shipment of samples from foreign countries, consider another laboratory in a country that you can safely send your samples to. If your own national borders are closed and you are unable to ship samples outside of your country, consider the temporary storage of samples in a secure location and speak to a WADA-accredited laboratory about such requirements prior to doing so.
 - ii) It is also recommended that ADOs check with the laboratory regarding any adjustments in results reporting times as some laboratories may be operating with staff/resource limitations, and this may affect turnaround times for sample reporting. Any agreements with the laboratories for extended reporting times should be recorded in writing.
 - iii) You can consult the [latest list](#) of WADA-accredited laboratories (and WADA-approved laboratories for the haematological module of the Athlete Biological Passport) and find information on their operational status during this COVID-19 period to ensure that sample deliveries will be accepted.
 - iv) The laboratory may, based on its risk assessment, refuse to analyze a sample if it is proven to come from a COVID-19 infected individual. In such cases, the ADO shall decide whether to report the sample as not analyzed in ADAMS or have it transferred to another laboratory willing to analyze it.
 - v) “B” sample analysis: If an athlete has returned an adverse analytical finding and has requested the analysis of their “B” sample but is unable to attend this procedure due to travel restrictions in their country or the country where the WADA-accredited laboratory is located, the athlete may;
 - appoint their own representative located in the country where the laboratory is based;
 - request that an independent witness be appointed by the laboratory on their behalf to witness the opening and re-sealing of the “B” sample;
 - request in exceptional circumstances, and with WADA’s prior written approval, that the “B” sample be shipped to another WADA-accredited laboratory in which the athlete can travel to without any restrictions; or
 - where available, and with the agreement of the laboratory, request a video stream of the opening and resealing of the “B” sample.

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- b) ADOs should ensure that any new requirements to safely conduct testing have been effectively communicated to the relevant stakeholders (e.g., athletes, National Federations, National Olympic Committees, National Paralympic Committees, event organizers).
- c) ADOs should develop procedures to deal with different scenarios related to a sample collection session and communicate those to Sample Collection Personnel, where relevant. For example:
 - i) How Sample Collection Personnel apply the enhanced health and hygiene protocols;
 - ii) How Sample Collection Personnel deal with an athlete responding 'YES' to questions in the Athlete Health Questionnaire located at Annex C of this document;
 - iii) How Sample Collection Personnel deal with an athlete refusing to be tested or to allow Sample Collection Personnel to enter their home due to COVID-19;
 - iv) How you deal with Sample Collection Personnel or an athlete if they test positive for COVID-19 shortly after sample collection has taken place, including notification to the laboratory that is in possession of the athlete's sample; and
 - v) How you record in ADAMS that the test was not conducted because the athlete answered 'YES' to the 'COVID-19 Athlete Questionnaire' and how you might re-schedule this testing mission.

1.3 How should I prioritize testing missions and athletes?

Where an ADO assesses that it is permitted and safe to conduct testing, then the ADO should consider if it needs to adjust its Risk Assessment and its Test Distribution Plan. This adjustment may be an ongoing process as restrictions increase or decrease in specific locations. If there are no restrictions in place, ADOs should continue to implement their Test Distribution Plans accordingly.

If there are some restrictions in place which limit the number of tests that can be conducted, or if an ADO is starting to resume testing, the points outlined below should be considered to determine the type of testing mission that can be implemented and/or prioritized.

a) Testing location:

The ADO will need to consider the risk and restrictions relative to any training or competition venue where testing may take place, including any procedures that persons entering these venues must follow, what infection prevention and control measures are in place, the number of other people likely to be present at the venue, the location and layout of the doping control station to be used, and whether the doping control station is suitable based on the number of athletes to be tested and the number of Sample Collection Personnel appointed. Consider requesting that a secure doping control station be allocated at a training or competition venue so that it can be used solely for testing when Sample Collection Personnel arrive at the testing location unannounced.

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Given each country is at a different phase of applying or lifting such restrictions, consider whether you can test athletes who are located in the relevant country and/or athletes located abroad. For a NADO or an International Federation requesting testing of an athlete overseas, they should liaise closely with the NADO of the relevant country, to ensure it is safe to do so and that relevant health and safety measures, as per any national authority regulations and current [WADA COVID-19 guidance](#), can be put in place or considered. There should be consistency for athletes when they are tested by different sample collection authorities and Sample Collection Personnel within the same country.

b) Out-of-competition testing and small testing missions:

If an athlete is not training at a training facility, then focus on out-of-competition testing at the athlete's house. Prior to planning such a mission, remember to verify whether the athlete has provided information as part of their whereabouts filing regarding their health status or that of anyone they resided with, which may impact the testing mission.

If there are restrictions preventing Sample Collection Personnel from entering the athlete's house or the training facility, consider the availability of a secure doping control station within or close by the training facility or the athlete's house that has sufficient space to enable social/physical distancing.

ADOs may wish to consider the use of a mobile doping control station (e.g., motor home) where a suitable doping control station is not available at a training facility or there are restrictions preventing Sample Collection Personnel from entering the athlete's house. Such mobile doping control stations should be large enough to ensure social/physical distancing can be maintained as much as possible throughout the process, have ventilation, ensure the athlete's privacy is maintained, and be accessible for athletes with impairments. Please ensure that all surfaces that the athlete may come in contact with are disinfected, including before and after each athlete.

Should an International Federation, National Federation, sporting organization or other authorities such as national or local health authorities require the implementation of specific conditions or protocols (e.g., vaccinations and/or testing of Sample Collection Personnel for COVID-19, use of PPE, etc.) for entry into a training facility or location, such conditions or protocols should be communicated to the relevant ADOs with authority to conduct testing on such athletes with sufficient advance notice so that they have time to plan a testing mission and meet the necessary conditions. If the ADO plans a testing mission to occur in such locations but has not been advised of any conditions or protocols, the ADO should contact the relevant authorities prior to authorizing the testing mission to confirm this.

c) In-competition testing missions:

Where sporting events and competitions are being held, it is important that the International Federation, NADO or Sample Collection Agency liaises closely with the event organizer, or the

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relevant National Federation in advance of the event to understand if there are any specific entry requirements for Sample Collection Personnel. Many events will be permitted to take place based on an agreement with national or local health authorities and National Federations/International Federations (where applicable) that require specific conditions and protocols to be put in place by the event organizer and that must be followed by all participants and persons involved or who enter the event venue or location.

As such, it is important that International Federations, NADOs and Sample Collection Agencies liaise with the relevant organizations far enough in advance of the event to allow them to understand the requirements and minimize the impact to the planned testing program.

For example, some events may require that all participants and persons who enter the event location (sometimes referred to as a ‘bubble’) have been fully vaccinated and/or have had a negative COVID-19 test a certain number of days prior to their entry, and must present a certificate of vaccination and/or a recent test result on entry.

d) Urine sample collection:

Ensure the number of Sample Collection Personnel appointed to a testing mission is kept to a minimum for each mission based on the ability to appropriately monitor the number of athletes to be tested from the point of notification until the end of the sample collection session.

e) Blood sample collection:

Consider the collection of blood samples for the purpose of the blood module of the Athlete Biological Passport and/or for prohibited substances detectable in blood. More information on additional health and safety measures during a blood sample collection can be found in Sections 2.2 and 2.3.

f) Prioritizing athletes:

As you plan to select athletes for testing, consider focusing on:

- i) Athletes who have qualified or may qualify for upcoming major international events such as the Olympic and Paralympic Games, or World Championships;
- ii) Athletes in a Registered Testing Pool or other whereabouts pool from higher-risk sports and/or disciplines;
- iii) Athletes for whom there is intelligence and/or suspicious Athlete Biological Passport profiles and/or Athlete Passport Management Unit recommendations for testing; and
- iv) Sports categorized as high risk that are not Olympic or Paralympic sports.

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1.4 Are there any other strategies I can consider?

Where ADOs have samples in long-term storage, they should consider liaising with WADA-accredited laboratory partners to discuss the application of further analyses on those samples. This could include further analysis for categories of prohibited substances that were not previously applied, or where advancements in detection methodology and/or sensitivity have occurred since the initial analyses.

This strategy should focus on samples in storage from high-risk athletes, including those qualified for or attempting to qualify for major events such as the Olympic and Paralympic Games, World Championships or other important international events.

In addition, when testing resumes after a period of limited or no sample collection, ADOs should also consider the long-term storage of the first samples collected from high-risk athletes.

2.0 Health and Hygiene Measures and Personal Protective Equipment (PPE) Use

Based on the [World Health Organization](#) (WHO) recommendations, as well as national government and health regulations, consider any additional PPE and cleaning and disinfection material that can be provided to your Sample Collection Personnel. Include references to those additional measures in your sample collection procedures.

Specifically, consider procuring and providing the following equipment to be used during the sample collection session:

2.1 Hand sanitizer:

It is recommended that Sample Collection Personnel and athletes use hand sanitizer several times during the sample collection process (see Annex A). If hand sanitizer is not available or athletes and/or Sample Collection Personnel are allergic to it, refer to Annex A as to when athletes and/or Sample Collection Personnel should wash their hands and how it must be done (see 'hand rub technique' in Annex B.1.)

2.2 Disposable gloves:

For blood collection, Blood Collection Officers (BCOs) should wear disposable gloves in line with general health care recommendations. The BCO should also consider using a disposable apron, a single use tourniquet, limiting jewellery on hands and wrists, and wearing short sleeves or rolling up sleeves to the elbows.

For urine collection, Sample Collection Personnel may choose to wear disposable gloves but should be aware of the risk of contamination during the sample collection process (i.e., touching their face or other surfaces). If disposable gloves are used, it is recommended that these are

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replaced at the beginning of every sample collection process. As a result, provide clear instructions on their use (see Annex A) and how to safely remove and dispose of them (see Annex B).

2.3 Face masks:

The WHO recommends the use of a face mask as standard protection. A medical or non-medical face mask should be worn by Sample Collection Personnel, athletes and their representatives at all times during the sample collection session. A face mask should be made available to the athlete and their representative or they could wear their own face mask. During blood collection, and due to the difficulty to maintain social distance, face shields may be used as an additional protective measure along with masks. Therefore, provide clear instructions on when Sample Collection Personnel should wear face masks (see Annex A) and how to safely put them on and remove them (see Annex B).

It should be noted that some national or local health authorities may mandate the wearing of a mask in certain situations. However, as the prevalence of COVID-19 decreases in some parts of the world, wearing a mask may not be required by government authorities. Nevertheless, while respecting the local health authorities' guidance, Sample Collection Personnel are advised to continue to maintain strict hygiene practices and, where possible, wear a mask to mitigate risk.

2.4 Cleaning/disinfecting products:

Despite recent evidence that the virus is not usually spread from surfaces, it is recommended that Sample Collection Personnel are provided with additional products, such as: disinfecting wipes, disinfectant spray and/or appropriate concentrations of isopropyl alcohol, hydrogen peroxide or sodium hypochlorite (i.e., bleach) for the cleaning of surfaces and equipment. Provide clear instructions on when and how Sample Collection Personnel should use these products (see Annex A).

3.0 Sample Collection Personnel

As ADOs resume or adjust their testing program, it is crucial to consider the measures in place to protect Sample Collection Personnel and ensure they are properly trained on any updated and revised procedures. Consider the steps outlined below.

3.1 Reducing your pool of Sample Collection Personnel:

Consider how you can reduce, where possible, the number of SCP you assign to testing missions (without compromising no-advance notice or any modifications that are required such as when testing minors) to minimize the risk of transmitting COVID-19 to athletes or vice versa.

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3.2 Travelling and transport:

Review how Sample Collection Personnel travel to testing missions and implement any measures that would mitigate the risk of transmission (e.g., use of personal protection equipment and enhanced hygiene measures). These measures may be mandatory when using certain types of public transport.

3.3 Communication and training:

Provide information regarding your revised testing policies and conduct specific training for Sample Collection Personnel who will be collecting samples during this COVID-19 period as it relates to the additional measures in place, including general infection prevention control training. This training may occur online using a virtual platform. Ensure Sample Collection Personnel understand the additional measures that need to be implemented as part of the sample collection procedures and keep records of this training and what it covered.

Specifically, provide clear instructions to Sample Collection Personnel on:

- a) hand washing:** when Sample Collection Personnel and athletes should wash their hands (see Annex A) and how it must be done (see Annex B).
- b) handling/disposal of waste material:** all disposable material should be safely disposed of into a garbage bag and sealed by Sample Collection Personnel, and all biohazardous material should be safely disposed of as per local medical regulations and taken by Sample Collection Personnel at the end of the sample collection session.
- c) social/physical distancing:** Sample Collection Personnel should maintain one to two meters distance (as stipulated by your national health authority) between themselves and an athlete as much as practical. This means that Sample Collection Personnel should strictly refrain from unnecessary physical contact, such as shaking hands with athletes or their representative and should avoid any other direct contact. Some specific situations during the sample collection process (for example, blood collection, space limitations and/or the need for direct observation of urine sample provision) may not allow the recommended distance to be maintained at all times. The use of personal protection equipment and enhanced hygiene measures as outlined in this document will minimize the risk if short periods of closer distance occur, which should also be kept as short as possible.
- d) ventilation:** if possible, areas where sample collection is taking place should have some ventilation.
- e) COVID-19 and athletes:** further to section 1.2 c) above, Sample Collection Personnel must know how to deal with various COVID-19 related scenarios such as an athlete who refuses to be tested, and an athlete who responds 'YES' to the Athlete Health Questionnaire.

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3.4 Higher risk Sample Collection Personnel groups:

ADOs should carefully consider which Sample Collection Personnel are involved in testing during the COVID-19 period. ADOs should consider excluding Sample Collection Personnel that are at higher risk of transmitting the virus or higher risk of serious illness. While some examples are provided below, ADOs should establish appropriate categories that are country-specific and that are within the national laws of their country.

a) Sample Collection Personnel who are at higher risk of transmitting the virus:

- i) Sample Collection Personnel who are not fully vaccinated.
- ii) Sample Collection Personnel who work in a health care setting and who are in contact with COVID-19 positive patients.
- iii) Sample Collection Personnel who have been within close proximity of someone who tested positive or who was infected.
- iv) Sample Collection Personnel who have taken part in testing athletes who tested positive for COVID-19 within 14 days after the specific test session.
- v) Sample Collection Personnel who live with a person identified in one of the situations above, or who displays symptoms or recently returned from a high-risk country or a region of high community transmission or does not meet whatever national guidelines or criteria which might be in place at the applicable time in the relevant country.

b) Sample Collection Personnel who are at higher risk of serious illness:

This refers to individuals who may be considered more vulnerable and could suffer serious consequences if they contract COVID-19. These individuals should pay particular attention to avoid situations where they may contract the disease. However, if Sample Collection Personnel still wish to be considered for testing missions, the ADO may request them to sign an informed consent so they are aware of the risk and the ADO's recommendation that Sample Collection Personnel in any of the groups listed under points i-iv below should not accept missions during the pandemic given the higher risk of serious illness if they get infected. These include:

- i) Sample Collection Personnel who are not fully vaccinated
- ii) Sample Collection Personnel who are over 60 years old (NOTE: Identifying a specific age is difficult. This may vary from country to country, but older individuals are more vulnerable).
- iii) Sample Collection Personnel who have pre-existing medical conditions such as diabetes, heart disease or respiratory conditions.
- iv) Sample Collection Personnel who have compromised immune systems.

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NOTE: Athletes, and members of their households, may also be part of a vulnerable population based on pre-existing medical conditions or compromised immune systems. Such information should be requested as part of the athletes' whereabouts submission and/or the athlete questionnaire in Annex C.²

3.5 Sample Collection Personnel Self-Assessment:

For the Sample Collection Personnel who will be conducting testing, develop a mechanism or use an existing screening tool in which, if permitted by applicable data protection, health, and employment laws, Sample Collection Personnel should self-assess before departing for a scheduled testing mission to which they have been assigned (i.e., on the same day) that:

- a) they are well, have no symptoms suggestive of COVID-19, such as a sore throat, cough, fever, loss of taste and smell, however mild those symptoms might be;
- b) they have not been in direct contact with anyone whom they know is awaiting to be tested for COVID-19 due to the development of symptoms or is awaiting a test result for COVID-19;
- c) they have not been in direct contact with anyone who is quarantined and/or self-isolating; and
- d) they are not subject to testing/self-isolation regulations due to recent travel in a "high risk area" by definition of the national authorities.

The questions above could be included in a brief questionnaire that Sample Collection Personnel sign off on before a mission. If they can confirm the above, the document can be submitted to the ADO with the remainder of the doping control documentation after the completed mission. The ADO should keep a record of these self-assessments for every Sample Collection Personnel and every testing mission in accordance with data protection requirements. If Sample Collection Personnel cannot confirm that they are well, without COVID-19 related symptoms, they should contact the ADO immediately and not proceed with any testing mission. It should be acknowledged that definitions of direct contact or need for self-isolation may differ from country to country and over time. The goal is to minimize the risk of transmission.

NOTE: While the current recommendations are specifically related to COVID-19, it is important to note that SCP should not be involved in a testing mission if they are ill, regardless if it is related to COVID-19.

3.6 Vaccination of Sample Collection Personnel:

Subject to national governments and health authorities' advice, it is highly recommended that all

² It is also important to verify with local data protection authorities when determining what COVID-19-related personal information the ADO is authorized to collect. A list of data protection guidance on COVID-19 is available here: <https://iapp.org/resources/article/dpa-guidance-on-covid-19/>.

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Sample Collection Personnel should be fully vaccinated before conducting any testing missions. One is considered fully vaccinated 14 days after the last dose of the vaccine. Ideally the vaccines accepted should be those that are [recommended](#) by the WHO. Vaccinated individuals are advised to carry and to be able to present proof of full vaccination protection where required.

3.7 Testing Sample Collection Personnel for COVID-19:

As COVID-19 testing has become more accessible and reliable, and to further minimize the risk of transmitting infection, Sample Collection Agencies may consider, in addition to using only fully vaccinated Sample Collection Personnel, and subject to national or local regulations, whether Sample Collection Personnel should be tested prior to testing missions. This testing could be conducted even where it is not a general requirement for entry into an event venue or location.

If a Sample Collection Personnel tests positive prior to a mission, the Sample Collection Personnel shall be automatically removed from the mission and the Sample Collection Agency shall re-assign another Sample Collection Personnel to the mission. ADOs should put in place clear protocols to manage situations (including a return to conduct sample collection) after the Sample Collection Personnel test positive or have COVID-related symptoms. This should be done in accordance with local or national regulations.

Regardless of whether the Sample Collection Personnel are fully vaccinated, have a negative result on a COVID-19 test or whether Sample Collection Personnel have previously contracted the virus, it is highly recommended that physical/social distancing, the use of personal protection equipment and enhanced hygiene measures continue to be followed.

4.0 Information and Communication Strategy for Athletes and Other Stakeholders

4.1 Develop information and education material to convey the following messages:

- a) Sample collection is safe if done based on the relevant national and health authorities' regulations and additional measures have been put in place to further protect the athletes' health and minimize the risk of COVID-19 transmission during sample collection.
- b) Sample Collection Personnel who are conducting testing are experienced, trained in infection control and not in any of the groups identified as a higher risk of transmitting the virus (see section 3.4a) above) are required to self-assess before every testing mission that they are in good health and have not been in contact with individuals exposed to COVID-19 (see section 3.4 b) above).
- c) Additional personal information may be requested from athletes during sample collection to ensure their health and safety and to conduct contact tracing. The manner in which this information will be used, stored and shared, will be shared with the athletes.

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- d) Athlete whereabouts is maintained and kept accurate at all times during the pandemic and, based on point 4.1 c) above, include specific information about their health status or that of any person that the athlete may reside with as part of their whereabouts information in ADAMS. This should include if there are any COVID-19 related restrictions (e.g., quarantine) that would prevent the athlete from being tested, such as the athlete or any person the athlete resides with having COVID-19 or symptoms of COVID-19, or the athlete self-isolating due to a pre-existing medical condition that renders them vulnerable.

NOTE: *In requesting athletes to provide information regarding their health status as part of their whereabouts filing, a warning regarding the importance of providing accurate information and possible consequences should also be made clear (as contained in the Athlete Health Questionnaire at Annex C). Based on any information the athlete provides on their health status, the ADO may contact the athlete prior to any test taking place to obtain a greater understanding of the athlete's situation and, where applicable, may request that the athlete provide documentation to validate the athlete's health situation, in particular if the ADO has reason to believe that the athlete may be avoiding testing by abusing this situation.*

4.2 Share this information and education material through various communication channels:

For example:

- a) Communicate directly to athletes via email and invite them to communicate with you regarding any question or concerns.
- b) Distribute this information to the relevant National Federations, National Olympic Committees and National Paralympic Committees.
- c) Share it on your website, via social media channels, etc.

4.3 Develop a specific 'COVID-19 Athlete Information Letter':

Sample Collection Personnel can provide an information letter to athletes during sample collection. This letter should include the following:

- a) outline that, based on relevant national and/or health government directives and/or set by the ADO, sample collection is safe to conduct and that additional measures have been put in place to further protect the athletes' health and minimize the risk of COVID-19 transmission during sample collection;
- b) confirm that the athlete in question has been selected for doping control and the requirement to comply;
- c) outline the potential consequences to the athlete should they refuse to comply;

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- d) request that the athlete contacts you (ADO) if their health status changes;
- e) summarize the additional personal information that the ADO will ask athletes to provide to ensure their health and safety as well as that of Sample Collection Personnel, and the manner in which this information will be used, stored and shared; and
- f) provide appropriate ADO contact information for any questions or follow-up.

4.4 Develop a communication strategy to address the situation if any Sample Collection Personnel or athlete contracts COVID-19:

- a) If any Sample Collection Personnel contract COVID-19, athletes who have been tested by the Sample Collection Personnel within the last 14 days should be informed as well as the laboratory. The identity of the Sample Collection Personnel should not be disclosed. The Sample Collection Personnel should follow any government health authority recommendations on contact tracing and quarantine.
- b) Alternatively, athletes who are tested and subsequently contract COVID-19 should be encouraged to inform the ADO that was responsible for the Sample Collection Personnel who collected the sample so that the Sample Collection Personnel and the laboratory (through the provision of the sample code number only) can be contacted and advised.

Conclusion

WADA encourages all ADOs and Sample Collection Agencies to adopt these guidelines to the best of their ability based on their available resources, the situation in the relevant country, and/or settings developed by another ADO. Such guidelines should remain in place until national health authorities advise otherwise. As the pandemic changes and evolves, WADA will monitor the situation very closely based on expert information from the [WHO](#) and from other reliable sources. WADA will continue to engage with the anti-doping community and revise/update these guidelines as required.

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Annex A – Sample Collection Procedures Template

The following outlines information and procedures that Anti-Doping Organizations (ADOs) can use to revise and adapt their sample collection procedures during the COVID-19 pandemic and as restrictions are lifted by health and government authorities. In addition to these procedures, the standard sample collection procedures shall follow the [International Standard for Testing and Investigations \(ISTI\)](#), including any modifications that are necessary for minors and athletes with impairments.

These can be added to an existing Sample Collection Personnel (SCP) Manual or provided as a stand-alone document that would complement existing sample collection procedures. These are written for SCP and should be adapted and ‘personalized’ (e.g., include ADO name, etc.) accordingly.

1. Preparing for a Testing Mission

In addition to regular and standard sample collection equipment, ensure you have the following:

- a) COVID-19 Athlete Information Letter³
- b) COVID-19 Athlete Questionnaire⁴
- c) Disposable gloves
- d) Hand sanitizer
- e) Disinfectant wipes and/or disinfectant spray and/or disposable tablecloth
- f) Disposable face masks (medical face masks or non-medical masks or face covering)
- g) New and unused pens
- h) Garbage bags for safe disposal of waste (if they are not usually provided to Sample Collection Personnel)

In addition to regular and standard preparatory work and review, ahead of any testing mission, ensure you:

- i) Have conducted your self-health-check.

³ Example of content for the Athlete Information Letter is provided in Section 4.3 of this document.

⁴ An example and template of a ‘COVID-19 Athlete Questionnaire’ is provided in Annex C of this document.

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- j) Review the “Safety Measures Information Guide”⁵.
- k) Review the additional measures contained in this document.
- l) Contact the ADO ahead of the testing mission with any questions or concerns.

2. Arriving at the Athlete’s Testing Location

- a) As you arrive at the testing location, and just before locating the athlete for notification, clean your hands using the ‘hand rub’ technique.
- b) Put a disposable face mask on.

3. Pre-Notification Information

- a) While respecting the social/physical distancing recommendations (including not shaking hands), introduce yourself and inform the athlete that they have been selected for doping control. Show your accreditation, authorization letter (i.e., ‘standard’ ADO authorization letter) and the ‘COVID-19 Athlete Information Letter’. If possible, and if you are at an athlete’s home, remain outside.
- b) While remaining outside (and before proceeding with formal notification), ask the athlete the following questions:
 - i) Are you or anyone present with you at this location or who resides with you, experiencing any symptoms suggestive of COVID-19 (i.e., sore throat, cough, fever or loss of taste and smell)?
 - ii) Do you or anyone present with you at this location or who resides with you, have COVID-19 (confirmed by a diagnostic test or diagnosed by a health professional)?
 - iii) Are you in a period of self-isolation due to pre-existing medical condition such as diabetes, heart disease, respiratory conditions or a compromised immune system?
- c) 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) will take place once inside the testing location. Proceed to **Section 4** below.
- d) 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’. Provide the athlete with a new pen or ask them to use their own pen.
- e) Inform the athlete that they must complete this questionnaire truthfully and to the best of their knowledge and that if they purposefully provide any information which is found to be false,

⁵ A ‘Safety Measures Information Guide’ is provided in Annex B of this document.

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- f) misleading, inaccurate or incorrect, they may be committing 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 warning.
- g) Inform the athlete that this questionnaire will be sent to the ADO and that the ADO will review it and contact them to follow up and may request supporting information to validate the athlete's answers.
- h) Once the athlete has duly completed and signed the 'COVID-19 Athlete Questionnaire', provide a copy to the athlete.
- i) Inform the athlete that because they have declared that they (or someone present with them at this location/who resides with them) have COVID-19 or symptoms suggestive of COVID-19, and/or they are serving a period of quarantine or are self-isolating due to the pre-existing medical condition, sample collection will not proceed due to the risk of infection with COVID-19.
- j) If the athlete had chosen to wear gloves and/or mask, instruct the athlete to safely remove and dispose of them securely in your garbage bag.
- k) Thank the athlete and leave the testing location.
- l) Before entering your vehicle, and with the signed 'COVID-19 Athlete Questionnaire' safely stored, clean your hands, remove your disposable personal protection equipment and dispose of it securely in your garbage bag.
- m) As usual practice, return any doping control documentation, including the complete 'COVID-19 Athlete Questionnaire', to your ADO as soon as possible.
- n) The record of the test attempt not proceeding should be logged into ADAMS as outlined below.

4. Proceeding with Sample Collection

- a) 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.
- b) If you are at the athlete's home, ask the athlete if you can clean the surface where sample collection will take place using disinfectant wipes or disinfectant spray (or ask the athlete to clean the surface). If you are at a training location, inform the athlete that you will disinfect the surface. As an alternative, a clean and disposable tablecloth can be used. Clean your hands using the 'hand rub' technique before doing so.
- c) Before placing and organizing any sample collection equipment on the clean surface, again clean your hands with sanitizer using the hand rub technique. Using disinfectant wipes, clean

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the equipment to be used (i.e., wipe boxes, etc.). Display only the equipment necessary for that sample collection. All remaining equipment shall remain stored to avoid any potential contamination.

- d)** Ask the athlete to clean their hands either using hand sanitizer (i.e., the hand rub technique) or using soap (i.e., the hand wash technique). Guide the athlete through either technique.
- e)** Offer the athlete the option to wear gloves and a disposable face mask.
- f)** If you have chosen to use gloves, you should put them on as per proper safety instructions.
- g)** Review and complete the notification portion including asking the athlete to acknowledge the notification by signing. Provide the athlete with a new unused pen (or they can use their own). Use your own pen, do not share it with the athlete.
- h)** Inform the athlete that while all efforts will be made to maintain social/physical distancing, there will be times when this may not be possible. You should explain that by both wearing a face mask, it provides a barrier between any respiratory droplets and the people and surfaces around them. Remind the athlete that all of the additional measures in place are for health and safety (e.g., disinfecting and use of personal protection equipment).
- i)** When collecting a urine sample, continue with standard urine sample collection procedures, keeping the following instructions in mind:
 - i)** Where possible, continue to maintain social/physical distancing through sample collection.
 - ii)** 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.
 - iii)** Once the athlete has provided their urine sample, instruct them to clean their hands with soap and water or use hand sanitizer or remove their gloves prior to returning to the processing area.

5. Completing the Sample Collection Session

- a)** Before leaving, clean the surface used for sample collection with disinfectant wipes or spray.
- b)** If the athlete was wearing gloves and/or a disposable face mask, guide them through the proper removal techniques and ask them to place those items in your garbage bag. Instruct the athlete to clean their hands.
- c)** Ensure that all discarded items/waste are in your garbage bag (e.g., plastic from sample collection boxes, disinfectant wipes, gloves, face mask, pen used by the athlete).

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- d) Thank the athlete and, if you are at the athlete's home, ask the athlete to open the door for you (so that you are not touching their doorknob).
- e) Before entering your vehicle, follow the removal instructions to remove your disposable gloves and face mask and dispose safely in a garbage bag. Clean your hands using the hand rub technique.

6. Key Reminders for Sample Collection Personnel

- a) Sample Collection Personnel and athletes should clean their hands at the following stages:
 - i) When initiating the testing session prior to athlete notification.
 - ii) After using the toilet.
 - iii) After blowing their nose, coughing, or sneezing.
 - iv) Before using and after removing face masks.
 - v) Before using and after removing gloves.
 - vi) At the conclusion of the sample collection process.
- b) If the Sample Collection Personnel have chosen to wear gloves, these should be changed frequently based on the applicable points above (the Blood Collection Officer (BCO) should wear gloves during blood collection).
- c) To minimize hand washing/sanitizing/glove changing, Sample Collection Personnel and athletes should:
 - i) Be reminded to avoid touching their face.
 - ii) Avoid shaking hands at any point during sample collection.
 - iii) Use separate pens when completing forms during sample collection.
 - iv) Refrain from touching all unnecessary surfaces and/or objects during sample collection.
- d) Sample Collection Personnel should disinfect work surfaces using disinfectant wipes or spray at the following stages:
 - i) Prior to beginning the sample collection process.
 - ii) In-between athletes' testing (if more than one athlete is tested).
 - iii) At the end of the sample collection session.

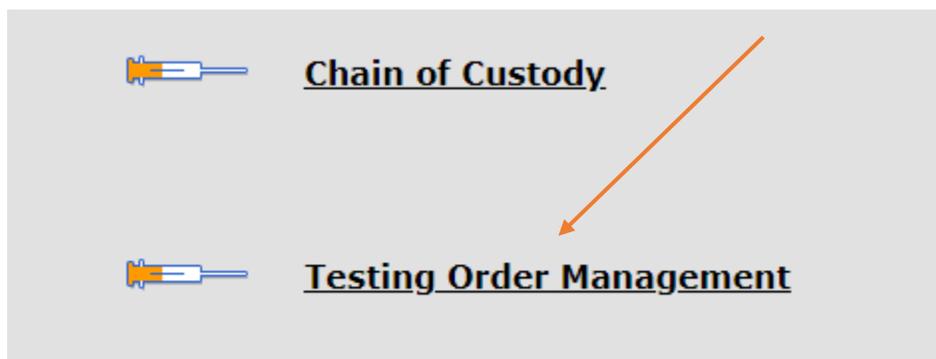
7. Recording the Test Attempt in an ADAMS Testing Order

Where the test attempt does not proceed due to the athlete's responses to the 'COVID-19 Athlete Questionnaire', the following steps are to be completed in ADAMS.

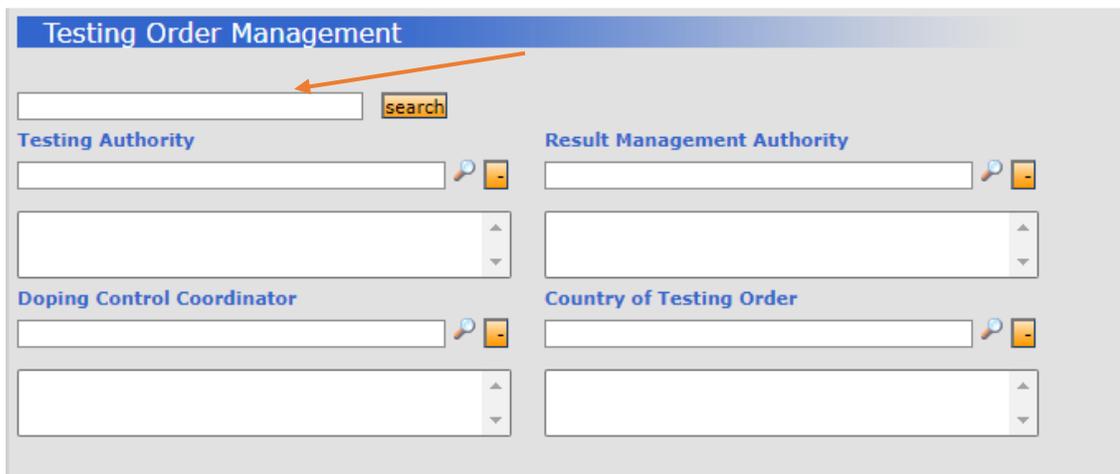
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- a) Log into ADAMS.
- b) Go to the Testing Order Management section.



- c) Search for the Testing Order (TO) to open (enter the TO number).



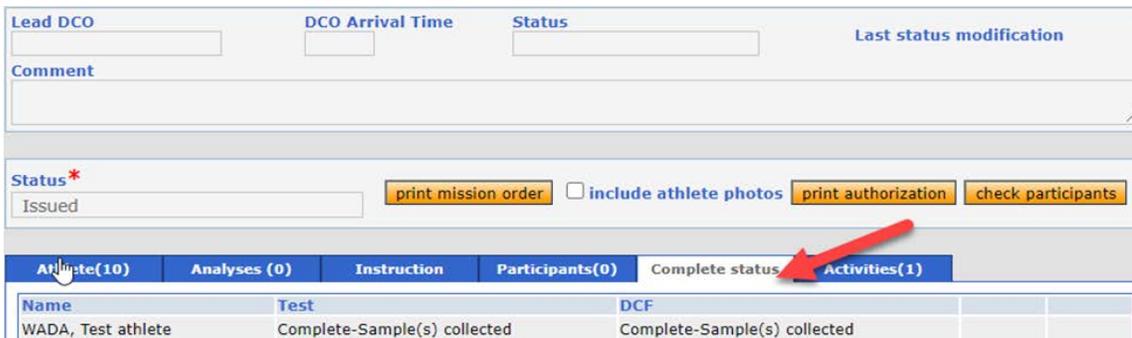
A screenshot of the 'Testing Order Management' web interface. At the top is a blue header with the text 'Testing Order Management'. Below the header is a search bar with a 'search' button. An orange arrow points to the search bar. Below the search bar are four input fields arranged in a 2x2 grid:

- Testing Authority**: Input field with a search icon and a dropdown arrow.
- Result Management Authority**: Input field with a search icon and a dropdown arrow.
- Doping Control Coordinator**: Input field with a search icon and a dropdown arrow.
- Country of Testing Order**: Input field with a search icon and a dropdown arrow.

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d) Open the tab 'Complete Status'.



Lead DCO: DCO Arrival Time: Status: Last status modification:

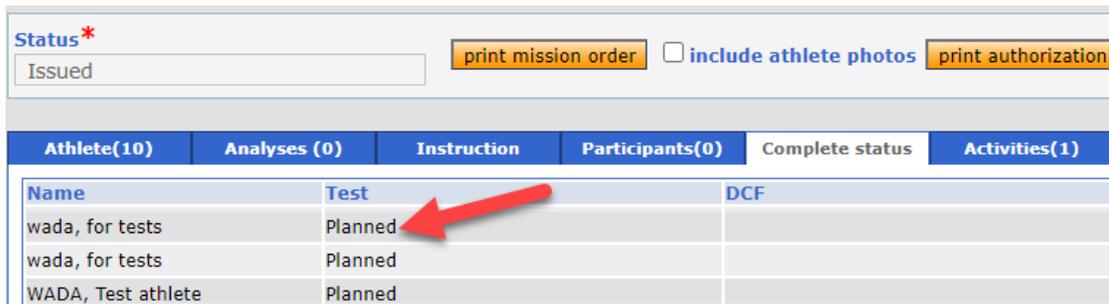
Comment:

Status*: Issued include athlete photos

Athlete(10) | Analyses (0) | Instruction | Participants(0) | **Complete status** | Activities(1)

Name	Test	DCF
WADA, Test athlete	Complete-Sample(s) collected	Complete-Sample(s) collected

e) Click on 'Planned' to open the relevant anti-doping test page.



Status*: Issued include athlete photos

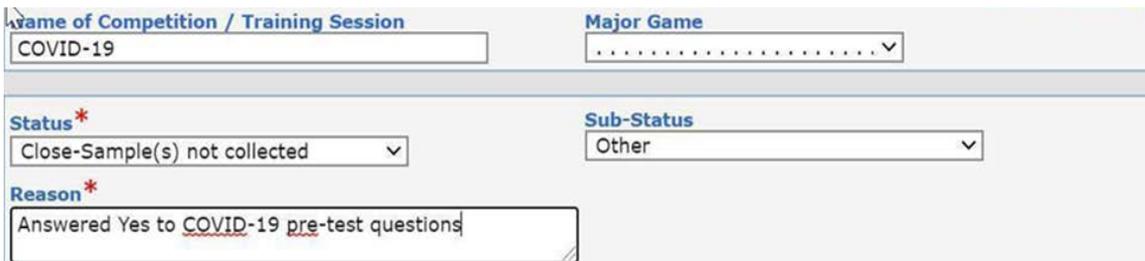
Athlete(10) | Analyses (0) | Instruction | Participants(0) | Complete status | **Activities(1)**

Name	Test	DCF
wada, for tests	Planned	
wada, for tests	Planned	
WADA, Test athlete	Planned	

f) Set the test status to 'Close-Samples not collected'.

g) Add 'COVID-19' to the 'Name of competition / Training session'.

h) Under 'Reason', add 'Answered YES to COVID-19 pre-test questions'.



Name of Competition / Training Session: Major Game:

Status*: Sub-Status:

Reason*:

i) When running a Sample Collection Report, COVID-19 will appear under the Competition Name.

j) Once the DCO report and the COVID-19 Athlete Questionnaire are received by the ADO, the ADO will follow up with the athlete to validate the situation.

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k) Once the athlete can be tested again:

- i) Edit the same original Testing Order (where the test status is set to 'Close-Samples not collected').
- ii) Add the name of the athlete (for a second attempt).
- iii) Enter an explanation regarding the second, follow-up attempt in the Comments section of the Testing Order.

Lead DCO	DCO Arrival Time	Status	Last status modification
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Comment <input type="text"/>			

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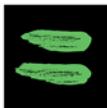
Annex B – Safety Measures Information Guide

ADOs should ensure that the following guidance is reviewed with and applied by Sample Collection Personnel. This information can be adapted based on any further national and/or health regulations specific to the relevant country. Please amend accordingly.

1. Hand Washing

Instruct Sample Collection Personnel to:

- a) Clean their hands by rubbing them with an alcohol-based formulation, as the preferred mean for routine hygienic hand antisepsis, 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**.
- b) Wash their hands with soap and water when hands are visibly dirty or visibly soiled or after using the toilet. This should take 40-60 seconds and is referred to as the **‘hand wash’ technique**.



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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

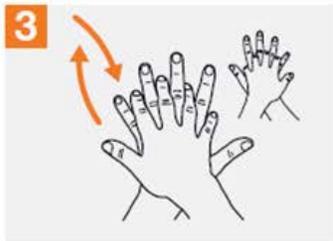


2



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.

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HOW TO HANDWASH?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

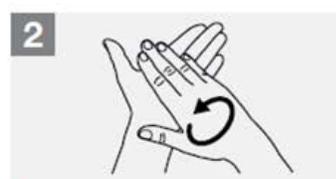
 Duration of the entire procedure: 40-60 seconds



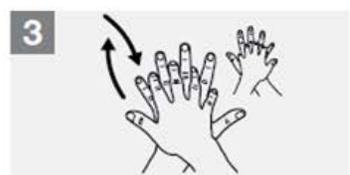
Wet hands with water;



Apply enough soap to cover all hand surfaces;



Rub hands palm to palm;



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



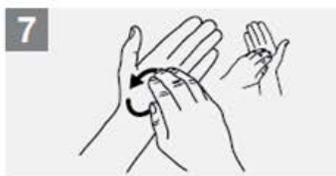
Palm to palm with fingers interlaced;



Backs of fingers to opposing palms with fingers interlocked;



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



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



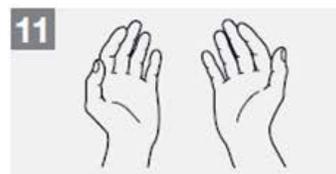
Rinse hands with water;



Dry hands thoroughly with a single use towel;



Use towel to turn off faucet;



Your hands are now safe.

Reference: World Health Organization, Hand Hygiene:

https://www.who.int/gpsc/5may/Hand_Hygiene_Why_How_and_When_Brochure.pdf

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2. Gloves

When wearing gloves, instruct Sample Collection Personnel to:

- a)** Perform hand hygiene immediately before using and after removing gloves. It is important that hands be clean and dry before putting gloves on.
- b)** Change gloves and perform hand hygiene during sample collection if gloves become damaged or gloves become visibly soiled following a task.
- c)** Gloves should be put on immediately prior to engaging with the athlete and changed after touching any surfaces that may be contaminated.
- d)** Never wear the same pair of gloves for more than a single sample collection.
- e)** 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.

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Additional Reminders for use of Gloves:

- **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 soiled or if torn.
- **DO** dispose of used gloves appropriately.
- **DO** cleanse hands before putting gloves on and after their removal and disposal.

Reference: <https://www.globus.co.uk/how-to-safely-remove-disposable-gloves>

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3. Face Masks

When using disposable face masks, Sample Collection Personnel should be informed of the following:

- a)** Disposable face masks should only be used once.
- b)** Disposable face masks are effective only when used in combination with frequent hand-cleaning with alcohol-based hand rub or soap and water.
- c)** Disposable face masks must be removed along with other waste generated from the sample collection session (i.e., Sample Collection Personnel must leave with all the sample collection session waste).
- d)** When using disposable face masks, follow these instructions:
 - i) Before putting on a mask, clean hands with alcohol-based hand rub or soap and water.
 - ii) Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.
 - iii) Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water.
 - iv) Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.
 - v) To remove the mask: remove it from behind the ears or head (do not touch the front of mask); discard immediately in a closed bin; clean hands with alcohol-based hand rub or soap and water.

NOTE: Medical or non-medical masks could be acceptable although it is imperative that the masks be worn properly. See the instructions on the next two pages. The mask should be of good quality and if non-medical, should ideally consist of three layers of material that properly cover the mouth, nose and chin and contain a nose wire.

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HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY [who.int/epi-win](https://www.who.int/epi-win)

Do's →

- Clean your hands before touching the mask
- Inspect the mask for damage or if dirty
- Adjust the mask to your face without leaving gaps on the sides
- Cover your mouth, nose, and chin
- Avoid touching the mask
- Clean your hands before removing the mask
- Remove the mask by the straps behind the ears or head
- Pull the mask away from your face
- Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it
- Remove the mask by the straps when taking it out of the bag
- Wash the mask in soap or detergent, preferably with hot water, at least once a day
- Clean your hands after removing the mask

Don'ts →

- Do not use a mask that looks damaged
- Do not wear a loose mask
- Do not wear the mask under the nose
- Do not remove the mask where there are people within 1 metre
- Do not use a mask that is difficult to breathe through
- Do not wear a dirty or wet mask
- Do not share your mask with others

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

 **World Health Organization**

Reference:

[https://www.who.int/images/default-source/health-topics/coronavirus/clothing-masks-infographic---\(web\)-logo-who.png?sfvrsn=b15e3742_18](https://www.who.int/images/default-source/health-topics/coronavirus/clothing-masks-infographic---(web)-logo-who.png?sfvrsn=b15e3742_18)

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Reference:

[https://www.who.int/images/default-source/health-topics/coronavirus/masks-infographic---final-\(a4---web---rgb\).png?sfvrsn=cb3153cf_13](https://www.who.int/images/default-source/health-topics/coronavirus/masks-infographic---final-(a4---web---rgb).png?sfvrsn=cb3153cf_13)

For more information on the use of Face Masks, please visit:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>

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Annex C – COVID-19 Athlete Questionnaire Template

The questions and text provided below are meant to serve as an example and to provide assistance to Anti-Doping Organizations (ADOs) in developing their own questionnaire. It is important to remember that ADOs should verify available guidance and/or consult with local health authorities when further developing these questions.

It is also important to verify with local data protection authorities when determining what COVID-19-related personal information they are authorized to collect. A list of data protection guidance on COVID-19 is available here: <https://iapp.org/resources/article/dpa-guidance-on-covid-19/>.

To ensure that athletes understand the importance of answering the question/s in a truthful and honest way, the athlete should be advised verbally, before they answer any questions, that providing information that is false, misleading, inaccurate or incomplete could be considered as an anti-doping rule violation (e.g., tampering or attempted tampering), which could carry a sanction of up to four years of ineligibility.

In addition, the athletes should be advised that the completed questionnaire will be provided to the ADO that authorized the test for its review and that the ADO may contact the athlete to validate the athlete's answers. This may involve the ADO asking additional questions and requesting supporting information/documentation from the athlete.

This information should be part of the introduction text of the questionnaire and included again immediately before the athlete signs the questionnaire.

The questions developed could be pre-written on a Supplementary Report Form (SRF) or on an equivalent/new form ensuring that a copy can be provided to the athlete or to be developed on a mobile application. Please review and adapt this document as necessary.

1. Pre-Notification Athlete Questions

- a)** Are you, or anyone currently present with you at this location or who resides with you, experiencing any symptoms suggestive of COVID-19 (i.e., sore throat, cough, fever, loss of smell and taste)?
- b)** Do you or anyone currently present with you at this location or who resides with you have COVID-19 (confirmed by a diagnostic test or diagnosed by a health professional)?
- c)** Are you in a period of quarantine/self-isolation due to the above situations or self-isolation due to a pre-existing medical condition such as diabetes, heart disease, respiratory conditions or a compromised immune system?

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2. Additional Athlete Questions

Please answer the following questions truthfully and to the best of your ability. Please specify what applies to your current situation:

- a)** I have COVID-19 (confirmed by a diagnostic test or diagnosed by a health professional).
- b)** I have symptoms suggestive of COVID-19.
 - i) Please specify your symptoms.
- c)** I live with someone that has COVID-19 (confirmed by a diagnostic test or diagnosed by a health professional).
- d)** I live with someone that has symptoms suggestive of COVID-19.
 - i) Please specify their symptoms.
- e)** I am in quarantine/self-isolating due the above reasons as selected or due to a pre-medical condition such as diabetes, heart disease, respiratory conditions or compromised immune system.
 - i) Please specify the medical condition.
- f)** If you are quarantining, on what date did it begin?
- g)** How long will the quarantine be for?
 - i) Please give the expected date of when the quarantine period will end.
 - ii) If the quarantine extends beyond the end date provided, you should contact your ADO to explain the reasons.
- h)** If your self-isolation is due to a pre-existing medical condition, have you trained at a training facility or been to locations outside of your house where other persons were present in the last seven days?

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3. Athlete Information

Please be informed that this questionnaire will be sent to *[insert ADO Name]* and that *[insert ADO Name]* will review it and may contact you to confirm the information provided. *[insert ADO Name]* may also ask additional questions or require further documentation. Please also be aware that providing information that is false, misleading, inaccurate or incomplete could be considered as an anti-doping rule violation (e.g., tampering or attempted tampering), which could carry a sanction of up to four years.

Athlete name: _____ **Athlete signature:** _____

Athlete phone number: _____ **Athlete email:** _____

Date: _____

Please contact us at: *[Insert ADO contact details]*