



Irvine Swim League
Random Drug Testing Procedure

The procedure for selecting 25% of the league's over 18 coaches for random drug testing will be as follows:

- All coaches aged eighteen (18) and over will be assigned a number. (Excel spreadsheet, by either Coach's Coordinator or Executive Director.)
- Executive Director will send the range of numbers to President or other designated board member. No names or teams will be attached to the numbers the President or other board member is given.
- Number of tests will be determined by calculating 25% of the total number of coaches eligible to be drug tested.
- The numbers will be selected using a random number generator (online or app based)
- The person selecting the random numbers will send the selected numbers to the Executive Director.
- Executive Director will match random numbers to names and notify the Coaches Coordinator of coaches selected.
- Coaches Coordinator will contact coaches selected and explain the Screening Procedure.
- Coaches selected will be sent a Disclosure and Authorization form to be returned to the Coaches Coordinator within 48 hours.
- In addition to the Disclosure and Authorization, the ISL is required by law to present the coach with a California Statement of Consumer Rights AND A Summary of your Rights Under the Fair Credit Reporting Act. These will be sent via electronic mail.
- Coaches selected require testing within 12 days of first notification and 10 days of receiving the completed lab slip from the Coaches Coordinator.
- Coaches who are not in town (i.e. UC students) at the time of notification may request an extension directly from the Executive Director.
- Any positive result on test will be grounds for immediate dismissal.
- The league will pay for all random drug tests, teams will not be charged. (To keep any one team from having too heavy a fee burden.)
- Numbers/Names will be selected no later than the first Friday of the season.