



## IKF TUE PROCEDURES

**(This document is part of the IKF Anti-Doping Rules 2018)**

This document outlines the procedures governing the application, approval, mutual recognition and administrative management of Therapeutic Use Exemptions (TUEs) within IKF's jurisdiction and in accordance with article 7 of the International Standard for Therapeutic Use Exemptions.

The purpose of the IKF TUE Procedures is to ensure that the process of granting TUEs is the same for all players participating in IKF competitions and is harmonized across member associations.

The WADC permits players to apply for TUEs, i.e. for permission to use for therapeutic purposes substances or methods contained in the Prohibited List whose use is otherwise prohibited.

This IKF TUE Procedures applies to all players participating in IKF International Competitions for which IKF has indicated that a TUE from IKF is required as well as those in the IKF registered testing pool.

### **1. GRANTING BODY**

The IKF TUE Committee has overall responsibility for approving applications for therapeutic use exemptions (TUE). The IKF TUE Committee includes at least three doctors with experience in the care and treatment of players and knowledge of clinical, sports and exercise medicine. The members are free of conflicts of interest. The IKF TUE Committee seeks whatever medical or scientific expertise they deem appropriate in reviewing the circumstances of any application for a TUE. The IKF TUE Committee aims to render their decision within 21 days of receipt of all requested information.

In compliance with art. 4.4.3 of the WADC, the IKF TUE Committee recognizes or grants TUE approvals for International Level Players which includes players who:

- a) Participate in IKF International Competitions under the jurisdiction of IKF, excluding the Under 19, Under 17 and Under 15 Competitions;
- b) Players designated by IKF as being within IKF registered testing pool.

Accordingly, TUE applications for the recognition or grant of a TUE for International-Level Players must be sent to the IKF TUE Committee unless there is an agreement of mutual recognition with other granting bodies in accordance with Article 7 of the ISTUE.

Level of play	TUE application to be sent to	Application to be submitted by
<b>National players participating in domestic competitions only</b>	National anti-doping organisation (NADO) or other authorized national body	Player
<b>International players participating in international club competitions</b>	IKF	Player
<b>International players participating in IKF competitions, except U19, U17, U15</b>	IKF	Player
<b>Players in IKF international registered testing pool</b>	IKF	Player

## 2. CRITERIA FOR GRANTING TUES

A Player may be granted a TUE if he can show that he has met each of the following conditions:

- 2.1. The Player shall submit an application for a TUE within the time limit stipulated.
- 2.2. The Prohibited Substance or Prohibited Method in question is needed to treat an acute or chronic medical condition such that the Player would experience a significant impairment to health if the Prohibited Substance or Prohibited Method were to be withheld.
- 2.3. The therapeutic use of the Prohibited Substance or Prohibited Method is highly unlikely to produce any additional enhancement of performance beyond what might be anticipated by a return to the Player's normal state of health following the treatment of the acute or chronic medical condition.
- 2.4. There is no reasonable therapeutic alternative to the Use of the Prohibited Substance or Prohibited Method.
- 2.5. The necessity for the Use of the Prohibited Substance or Prohibited Method is not a consequence, wholly or in part, of the prior Use (without a TUE) of a substance or method which was prohibited at the time of such Use.

## 3. CONFIDENTIALITY OF INFORMATION

The collection, storage, processing, disclosure and retention of personal information by IKF in the TUE process shall comply with the International Standard for the Protection of Privacy and Personal Information.

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A player applying for a TUE shall provide written consent for the transmission of all information pertaining to the application to all therapeutic use exemption committees (TUECs) with authority under the WADC and International Standards to review the file and, as required, other independent medical or scientific experts, and to all necessary staff involved in the management, review or appeal of TUEs, and WADA. The applicant shall also provide written consent for the decision of the IKF TUE Committee to be distributed to other relevant anti-doping organisations with Testing and/or results management authority over the player and IKF member associations under the provisions of the WADC.

Should the assistance of external, independent experts be required, all details of the application shall be shared without identifying the player concerned.

The members of the IKF TUE Committee and all independent experts shall conduct all of their activities in strict confidentiality and shall sign appropriate confidentiality agreements. In particular, they shall keep the following information confidential:

- a) All medical information and data provided by the player and doctor(s) involved in the player's care.
- b) All details of the application including the name of the doctor(s) involved in the process.

Should the player wish to revoke the right of the IKF TUE Committee or any TUEC to obtain any health information on his behalf, the player must notify his doctor in writing of the fact. As a consequence of such a decision, the player will not receive approval for a TUE or renewal of an existing TUE.

IKF shall retain personal information obtained in the TUE process for a period of ten years.

### 4. TUE APPLICATION PROCESS

A TUE shall only be considered on receipt of a completed application form that must include all relevant documents (see Annex 1 – TUE application form) and follow the principles laid out.

- 4.1. The player should submit an application for a TUE no less than thirty (30) days before he needs the approval (e.g. before an IKF competition), unless it is an emergency or exceptional situation.
- 4.2. The TUE application form is provided by IKF in English and has to be completed in fully legible writing in English, the official IKF language. The medical file, including all documents and reports, must also be provided in English.
- 4.3. The application must identify the player's affiliation, and the specific competition, if applicable, for which the application is being made.
- 4.4. The application must list any previous and/or current TUE requests, the body to whom that request was made, and the decision of any other body on review or appeal.
- 4.5. The application must include a comprehensive medical history and the results of all examinations, laboratory investigations and imaging studies relevant to the application. The medical information provided to support the diagnosis and treatment, as well as the duration of validity, should follow WADA's "Medical Information to Support the Decisions of TUECs".

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- 4.6. Any additional relevant investigations, examinations or imaging studies requested by the IKF TUE Committee before approval shall be undertaken at the expense of the applicant or his national governing body/club.
- 4.7. The application must include a statement by an appropriately qualified doctor attesting to the necessity of the otherwise prohibited substance or prohibited method in the treatment of the player and describing why an alternative, permitted medication cannot, or could not, be used in the treatment of this condition.
- 4.8. The substance in question must be given its generic name. Brand names will not be accepted and will lead to the application being returned. The dose, frequency, route and duration of administration of the otherwise prohibited substance or prohibited method in question must be specified. If any of these change, a new application should be submitted.
- 4.9. In normal circumstances, the decisions of the IKF TUE Committee should be completed within twenty-one (21) days of receipt of all relevant documentation and shall be conveyed in writing by the IKF TUE Committee using the contact details indicated by the player on the TUE application. In the case of TUE applications not made within the required time limit but made within a reasonable time limit prior to a competition, the IKF TUE Committee shall make every effort to complete the TUE process before the start of the competition. Where a TUE has been granted to a player in IKF's international registered testing pool or to a player participating in a IKF competition, the player and WADA shall promptly be provided with approval that includes information pertaining to the duration of the TUE and any conditions associated with it.
- 4.10. A player may request a review by the WADA TUEC in accordance with Article 4.4.6 of the WADC. The player must provide the WADA TUEC with all of the information on the TUE that was initially submitted to the IKF TUE Committee, accompanied by an application fee. Until the review process has been completed, the original decision of the IKF TUE Committee shall remain in effect.
- 4.11. If a decision regarding the granting of a TUE is reversed by WADA upon review, the reversal shall not apply retroactively and shall not disqualify the player's results during the period that the TUE had been granted and shall take effect no later than fourteen (14) days after the player has been notified of the decision.
- 4.12. The WADA TUEC is required to explain in detail all medical aspects which led to the reversal of a decision by the IKF TUE Committee in language comprehensible to lay people (e.g. the player).
- 4.13. WADA, at the request of a player or on its own initiative, may review the granting or denial of any TUE by IKF. Decisions by WADA reversing the granting or denial of a TUE may be appealed exclusively to the Court of Arbitration for Sport by the player, the Player's NADO or IKF.

## 5. TUE VALIDITY

Each TUE will have a specified duration, as decided by the TUEC, at the end of which the TUE will expire automatically. If the Athlete needs to continue to use the Prohibited Substance or Prohibited Method after the expiry date, he/she must submit an application for a new TUE no less than thirty (30) days in

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advance of that expiry date, so that there is sufficient time for a decision to be made on the application before the expiry date.

### 6. MUTUAL RECOGNITION OF TUE APPROVALS

- 5.1. NADOs do not have authority to grant TUEs for players known to be in IKF's registered testing pool or players participating in IKF competitions, provided that such players are international-level players according to IKF Anti-Doping Rules. A TUE granted by a NADO is not automatically valid at international level. The players must submit a request for recognition of the TUE to IKF.
- 5.2. Where the Player already has a TUE granted by his or her NADO for the substance or method in question, if that TUE meets the criteria set out in the International Standard for Therapeutic Use Exemptions, IKF shall recognize it. If IKF considers that the TUE does not meet those criteria and so refuses to recognize it, it must notify the Player and his or her NADO promptly, with reasons. The Player or the NADO shall have 21 days from such notification to refer the matter to WADA for review. If the matter is referred to WADA for review, the TUE granted by the NADO remains valid for National Competition and Out-of-Competition Testing but is not valid for International Competition, pending WADA's decision. If the matter is not referred to WADA for review, the TUE becomes invalid for any purpose when the 21-day review deadline expires.
- 5.3. If IKF grants the TUE to a Player, it shall notify not only the Player but also his or her NADO, and if the NADO considers that the TUE does not meet the criteria set out in the International Standard for Therapeutic Use Exemptions, it has 21 days from such notification to refer the matter to WADA for review. If the NADO refers the matter to WADA for review, the TUE granted by IKF remains valid for International Competition and Out-of-Competition Testing but is not valid for National Competition, pending WADA's decision. If the NADO does not refer the matter to WADA for review, the TUE granted by IKF becomes valid for National Competition as well when the 21-day review deadline expires.
- 5.4. In the case of players joining IKF's registered testing pool or participating in a IKF competition at short notice, the IKF TUE Committee recognizes TUEs granted by NADOs in accordance with Article 4.4.3 of the WADC. When considering such applications, the IKF TUE Committee shall ensure, that:
  - 5.4.1. The respective NADO follows IKF's criteria (in accordance with the International Standard for Therapeutic Use Exemptions) for granting a TUE, in particular with regard to asthma treatment;
  - 5.4.2. The original application form, including all medical information submitted to the granting body, is provided to the IKF TUE Committee (if the original application is not in English, it must be translated to English); and
  - 5.4.3. The IKF TUE Committee establishes the conformity of the application with the IKF Anti-Doping Rules.

### 7. HOW TO APPLY FOR A TUE

- 7.1. [Download the IKF TUE Application Form](#) from IKF website [www.ikf.org](http://www.ikf.org) and fill it in with a physician. The TUE form requires both the athlete's and the physician's signature. All documents (TUE form and medical evidence attachments) must be written in English.



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### 7.2. Gather required medical evidence

Complete medical history (including onset of the disease, family history, triggers, severity)

Results of all examinations

Laboratory investigations and/or the imaging studies

### 7.3. Send the completed TUE application form together with the medical evidence to the IKF e-mail: [antidoping@ikf.org](mailto:antidoping@ikf.org)

## 8. TUE APPROVALS

IKF is required to provide WADA with all TUEs approved for players who are part of the IKF international registered testing pool or who participate in IKF competitions, as well as all supporting documentation.

### **IMPORTANT NOTE:**

For more detailed information on the TUE application and granting process and on the requirements for TUE applications in relation to particular diseases, please refer to the WADA International Standard for TUEs at:

<https://www.wada-ama.org/en/international-standards#TherapeuticUseExemptions>