



The World Anti- Doping Code

GUIDELINE for LABORATORY TEST REPORTS

Version 2.0

August 2008

INTRODUCTION TO THE GUIDELINE for LABORATORY TEST REPORTS

In continuing to address harmonization issues, as well as adherence to the International Standard for Laboratories version 5.0 (ISL) and ISO/IEC 17025:2005 requirements, the following guideline is a culmination of the noted requirements, as well as the observations and recommendations of the WADA Laboratory Committee and the WADA Department of Standards and Harmonization.

This guideline has been produced to assist WADA accredited laboratories in regards to reporting adverse analytical findings in their test reports. It is recommended that all WADA accredited laboratories ensure that this guidance document be consulted in generating test reports.

The guideline is not meant to dictate the format of laboratory test reports but to serve as a guideline for the content. It can be incorporated in whole, or in part, and can be amended or reworded to best fit the needs of the Laboratory as well as those of the associated result management authority(s).

Footnotes denote those aspects that are requirements of the ISL. In addition, elements of ISO/IEC 17025 are addressed. The ISO/IEC 17025 elements are subject to assessment and therefore comment and changes by the relevant accreditation body. Please note that example approaches have been offered in some parts, and these are detailed in the document and the associated footnotes.

It is also recognized that different wording may be required depending on any combination of legislation, policy or private law, and the needs of the result management authority(s). This guideline therefore has sought to identify all the mandatory elements of the ISL, and some of the general principles important for the harmonized reporting of adverse analytical findings.

WADA thanks the WADA Laboratory Committee and the WADA accredited laboratories for their valuable contribution in the development of this document.

GUIDELINE – Laboratory Test Reports

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Tel: 123-123-1234 Fax: 123-123-1235
ISO/IEC 17025 Certificate No.:23456

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Test Reportⁱⁱⁱ CONFIDENTIAL No. 123456^{iv}

Results Management Officer
Anti-Doping Organization^{vi}
123 Rolling Way
City, State or Province
Postal Code, Country

April 20, 2008^v

Sample ID ^{vii}	: XXXXXXX
Laboratory ID ^{viii}	: YY011
Test Mission Code*	: XXXXXX
Type of Test ^{ix}	: IN COMPETITION
Name of Competition*	: 2006 World Championships
Sport/Discipline ^x	: Judo
Collection Date*	: April 9, 2006
Collection Site*	: City, Country
Date of Receipt ^{xi}	: April 10, 2008
Sample Type ^{xii}	: Urine
Gender ^{xiii}	: M

The sample above was analyzed using methods XX, YY, ZZ, AA, and BB.^{xiv}

RESULTS:^{xv}

The analysis of the sample identified above by the Laboratory methods has shown the presence of _____ [for example: 3'-hydroxystanozolol, 4-hydroxystanozolol and 16-hydroxystanozolol].

Or

The analysis of the sample identified above by the Laboratory methods has shown the presence of _____ at a concentration of X (units). The expanded uncertainty (U; $k = 2$) is Y (units). The [adjusted] threshold for _____ is Z (units).^{xvi}

Or

No prohibited substances on test menu detected.

OPINION ^{xvii} (optional): The findings above are consistent with the administration of the prohibited substance _____ [for example: stanozolol].

Authorized by:

_____^{xviii}
John Scientist
Laboratory Director^{xix}

CC: IF^{xx} & WADA^{xxi}

The results contained herein relate only to the items tested.^{xxii}

This report shall not be reproduced, except in full, without the expressed written consent of the Laboratory.^{xxiii}

i	ISO/IEC 17025:2005 – Lab name, address, and contacts.
ii	ISO/IEC 17025:2005 – Report page ID.
iii	ISO/IEC 17025:2005 – Report title.
iv	ISO/IEC 17025:2005 – Unique report ID.
v	ISL - Date of report.
vi	ISO/IEC 17025:2005 – The client name shall be also provided in English (<i>if report is in another language</i>).
vii	ISL – Sample Identification Number (SIN).
viii	ISL – Laboratory Identification Number (LIN).
ix	ISL – In-Competition or Out of Competition. The test type shall be also provided in English (<i>if report is in another language</i>).
x	ISL – The sport/discipline shall be also provided in English (<i>if report is in another language</i>).
xi	ISL
xii	ISL
xiii	Gender of the Athlete should be noted as “M” for male and “F” for female.
xiv	ISO/IEC 17025:2005 – An example of Method IDs (as per ISO Scope of Accreditation) used in the analysis.
xv	Results shall be also provided in English (<i>if report is in another language</i>) as per ISL article 5.2.6.6. Results from specialty techniques such as EPO or IRMS should be clearly marked as such.
xvi	ISL
xvii	Example of an opinion (OPTIONAL) which shall be clearly separated and identified as such.
xviii	ISL - Director or designee signature.
xix	ISO/IEC 17025:2005
xx	The relevant International Federation shall be clearly indicated as copied on each Test Report reporting an Adverse Analytical Finding as per ISL 5.2.6.10.
xxi	WADA shall be clearly indicated as copied on each Test Report reporting an Atypical Finding or Adverse Analytical Finding.
xxii	ISO/IEC 17025:2005 - recommendation.
xxiii	ISO/IEC 17025:2005

* If the information is made available.

NOTES:

1. The “Opinion” box in the Test Report is optional and may be included on separate cover provided that it can be unequivocally linked to the sample in question. The example above attempts to illustrate how it may be provided on the Test Report and clearly identified as an opinion.
2. “Test Report” is one example of a report title; “Certificate of Analysis”, “Analytical Report”, etc. are further acceptable examples.