



Reporting Guide to Monitor Testing

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1. Introduction

On 2 October 2014, the World Anti-Doping Agency (WADA) published the [Technical Document for Sport Specific Analysis \(TDSSA\)](#), which is intended to ensure that Prohibited Substances and/or Prohibited Methods within the scope of the TDSSA and other tools that support the detection of Prohibited Substances and/or identify the Use of Prohibited Methods such as the Athlete Biological Passport (ABP) are subject to an appropriate and consistent level of use, analysis and adoption by all Anti-Doping Organizations (ADOs) that conduct testing in the relevant sports and disciplines. Compliance with the TDSSA is mandatory under article 4.2.3 of the 2023 International Standard for Testing and Investigations (ISTI); and, since 1 January 2016 WADA has been monitoring implementation of the TDSSA closely.

On 1 June 2016, following a decision by WADA's Executive Committee, it became mandatory for ADOs to enter all Doping Control Forms (DCFs) into the Anti-Doping Administration and Management System (ADAMS) within twenty-one days of the date of sample collection.

As both TDSSA implementation and entry of DCFs into ADAMS are mandatory, WADA monitors them closely from a Code compliance perspective. Failure to comply with these requirements can result in a declaration of non-compliance.

WADA developed this new Reporting Guide to Monitor Testing in order to assist ADOs with these compliance requirements. The Guide provides step by step instructions to:

- ❖ generate relevant reports in ADAMS;
- ❖ cross check the data and;
- ❖ take the necessary action to eliminate any data entry errors,

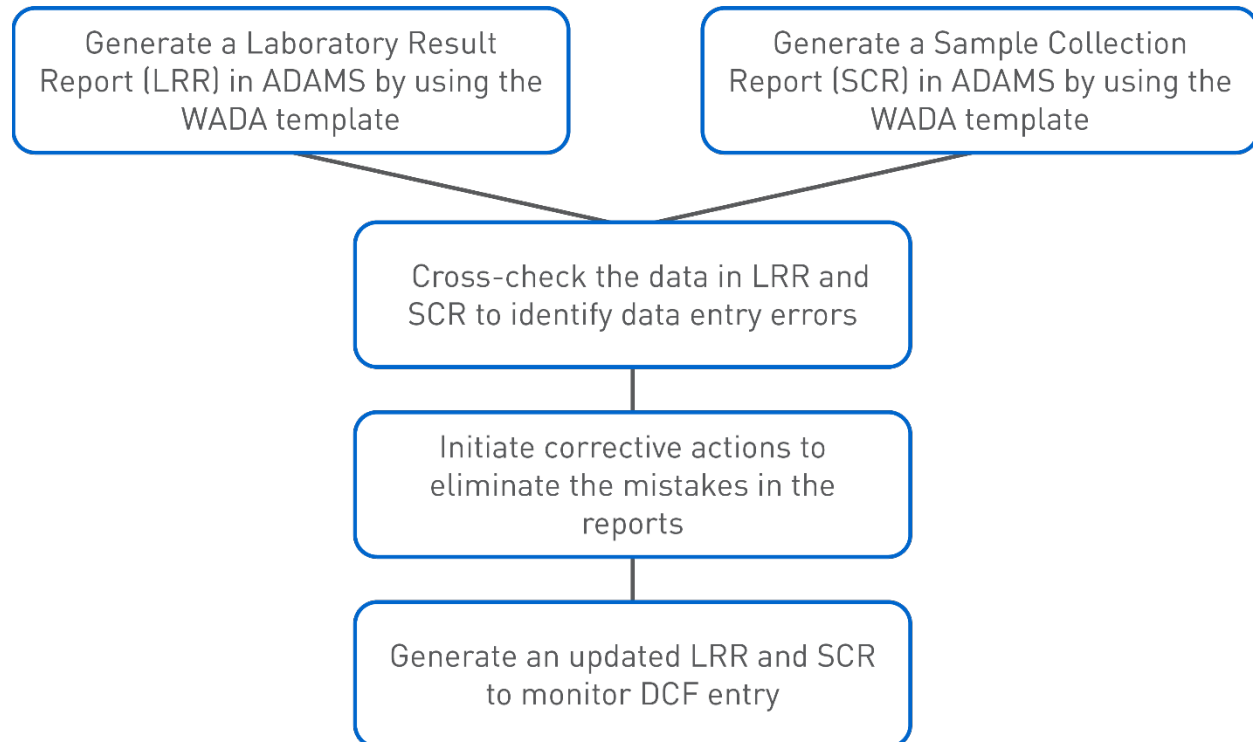
so that ADOs can monitor their compliance with the TDSSA and DCF entry based on accurate testing data.

There are various ways to determine the number of tests and analyses from the ADAMS reports. This Guide illustrates a basic way to perform the exercise; using vlookup in Excel to extract the relevant figures based on the principles outlined in this Guide.

Internet Explorer 11 and Microsoft Excel 2016 were used to create the screenshots and the instructions in this Guide. The procedures may be slightly different on other web browsers and different versions of Microsoft Excel.

All ADAMS templates recommended in this Guide are created in the current ADAMS system and require some manual handling of data to identify the missing or wrong information, if any, and to extract the relevant figures for compliance monitoring.

Overview of the Monitoring Process



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