
ISSF THERAPEUTIC USE EXEMPTION PROCESS



WHAT IS A THERAPEUTIC USE EXEMPTION (TUE)?

Athletes, like all people, may have illnesses or conditions that require them to take particular medications or undergo procedures. If the medication or method an athlete is required to take/use to treat an illness or condition is included in the World Anti-Doping Agency's (WADA) [Prohibited List](#), a Therapeutic Use Exemption (TUE) may give that athlete the authorization to take a substance or use a method that is prohibited.

Applications for TUEs are reviewed by a panel of experts, the TUE Committee (TUEC) who may give such permission.

WHAT ARE THE CRITERIA FOR GRANTING A TUE?

All of the four following criteria must be met (for more details, please refer to the [WADA International Standard for Therapeutic Use Exemptions \(ISTUE\) Article 4.2](#)):

- The Prohibited Substance or Prohibited Method in question is needed to treat a diagnosed medical condition supported by relevant clinical evidence.
- The Therapeutic Use of the Prohibited Substance or Prohibited Method will not, on the balance of probabilities, produce any additional enhancement of performance beyond what might be anticipated by a return to the Athlete's normal state of health following the treatment of the medical condition.
- The Prohibited Substance or Prohibited Method is an indicated treatment for the medical condition, and there is no reasonable permitted Therapeutic alternative
- 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.

WHO SHOULD APPLY FOR A TUE TO ISSF WHERE AND WHEN?

First, check if the required medication or method you intend to take or use appears on the Prohibited List.

You have the responsibility to inform your doctors that you are an athlete subject to doping control, and your doctors should check the Prohibited List whenever they prescribe a medication / method to you. If the substance / method is prohibited, check with your doctors if there are any alternative treatments that are not prohibited. If not, you must apply for a TUE.

Second, check your competition level to determine to which organization, and when to apply for a TUE.

- **If you are an International-Level Athlete** *which means that you hold an ISSF ID or have qualified to participate in an ISSF international event or Major Event Organization's event*, you must apply to ISSF in advance, as soon as the need arises, unless there are emergency or exceptional circumstances.

For substances prohibited in-competition only, you should apply for a TUE at least 30 days before your next competition.

- Please refer to the section “*How to apply to ISSF for a TUE?*” below.

If you already have a TUE granted by your National Anti-Doping Organization (NADO) **PLEASE NOTE that your national-level TUE is not automatically valid for international ISSF competitions.**

Your NADO's TUE is only valid at the national level, and you must submit a request for recognition by ISSF.

- Please refer to the section “*How to submit a request for recognition of your NADO's TUE to ISSF?*” below.

CAN I GET A RETROACTIVE TUE?

Per ISTUE Article 4.1, you may only apply retroactively for a TUE to ISSF if:

- **You required emergency or urgent treatment of a medical condition.**
- **There was insufficient time, opportunity or other exceptional circumstances that prevented you from submitting the TUE application, or having it evaluated, before getting tested.**
- **You are a lower-level athlete who is not under the jurisdiction of ISSF or a NADO and were tested.**
- **You tested positive after using a substance Out-of-Competition that is only prohibited In-Competition (for example glucocorticoids).**

Per ISTUE Article 4.3

In rare and exceptional circumstances and notwithstanding any other provision in the ISTUE, you may apply for and be granted retroactive approval for a therapeutic use of a prohibited substance or method, if considering the purpose of the Code, it would be manifestly unfair not to grant a retroactive TUE.

This unique retroactive TUE will only be granted with the prior approval of WADA (and WADA may in its absolute discretion agree with or reject the ISSF's decision).

Important note:

Using a prohibited substance before being granted a TUE could result in an Adverse Analytical Finding and a potential anti-doping rule violation.

In case an application for a retroactive TUE is necessary following sample collection, you are strongly advised to have a medical file prepared and ready to submit for evaluation.

HOW TO APPLY TO ISSF FOR A TUE?

ISSF encourages TUE applications using the form available in ADAMS and submitting the required medical file through ADAMS. If you do not have an ADAMS account yet, please contact Doris Fischl (doris@issf-sports.org). She will assist you to have your account set up.

Otherwise, please download the ISSF's TUE Application Form [ISSF - International Shooting Sport Federation - issf-sports.org](https://www.issf-sports.org/), and once duly completed and signed, send it together with the required medical file to Doris Fischl doris@issf-sports.org. You are encouraged to password protect your application.

Your TUE application must be submitted in legible English (of French) using capital letters or typing.

The medical file must include:

- A comprehensive medical history, including documentation from the original diagnosing physician(s) (where possible);
- The results of all examinations, laboratory investigations and imaging studies relevant to the application;
- If the medical file is not in English or French, a summary explaining, in English or French, the key elements of the diagnosis, clinical examinations, medical tests and treatment plan must be provided.

Any TUE application that is not complete or legible will not be dealt with and will be returned for completion and re-submission.

To assist you and your doctor in providing the correct medical documentation, we suggest consulting the WADA's [Checklists for TUE applications](#) for guidance and support, and [Medical Information to Support the Decisions of TUECs](#) for guidance on specific common medical conditions, treatments, substances, etc.

Keep a complete copy of the TUE application form and all medical information submitted in support of your application, and proof that it has been sent.

HOW TO SUBMIT A REQUEST FOR RECOGNITION OF MY NADO'S TUE TO ISSF?

Any national-level athlete holding a national-level TUE must expressly inform ISSF of the national-level TUE and request ISSF recognition of the TUE prior to competing in any international competition. Email contact information must be included with the application for recognition so that ISSF may contact the athlete or the NADO if additional information is required.

Your request for recognition must be submitted using the copy of your NADO's TUE certificate, application form (in English [or French]) and supporting medical file. Please send it to Doris Fischl doris@issf-sports.org.

It is not necessary to translate all medical information into English [or French]. However, an English [or French] summary explaining the diagnosis and key information about medical exams, medical tests and treatment plans is required. Any additional documentation or translation required for the ISSF TUEC to assess a TUE application will always be at the Athlete's cost.

Any request for recognition that is not complete or legible will not be dealt with and will be returned for completion and re-submission.

Keep a complete copy of the proof that your request for recognition has been sent to ISSF.

You can also simply submit your request for recognition to ISSF quoting your ADAMS NADO's TUE reference number, if provided.

WHEN WILL I RECEIVE A DECISION ON MY TUE APPLICATION [OR REQUEST FOR RECOGNITION]?

ISSF's TUEC's decision will be communicated in writing to you within 21 days from the date of receipt of the complete TUE application [or request for recognition], including any additional medical information.

The request for recognition is typically communicated to you within a week if no additional medical documentation is requested from the ISSF TUE Committee.

WHAT ABOUT THE RENEWAL OF MY TUE?

Each TUE has a specific duration, at the end of which it expires automatically. Should you need to continue to use the prohibited substance or method, it is your responsibility to submit a new application for a TUE with updated medical information ahead the expiry date, so that there is sufficient time for a decision to be made prior to the expiry of the current TUE.

Important note:

The presence (following sample collection), use, possession or administration of the prohibited substance or method shall be consistent with the terms of your TUE. Therefore, in the event that, after your TUE is granted, you require a materially different dosage, frequency, route or duration of administration, you must apply for a new TUE.

WHAT IF MY ISSF TUE APPLICATION IS DENIED?

A decision to deny a TUE application includes a written and reasoned explanation for the denial. If it is not clear to you, please contact ISSF to understand exactly why the TUE was denied. Sometimes, there may be a critical piece of information, diagnostic test, laboratory results missing, etc.

Failing this, you and/or your NADO may refer the matter to WADA for review no later than 21 days after the decision was rendered by the TUEC by sending the same information that you submitted to your TUEC and on which they based their decision to deny the TUE via registered mail at:

WADA Medical Director
World Anti-Doping Agency
800 Square Victoria
Montreal, H4Z 1B7, QC, Canada

The email address to enquire and/or send the request for review is: medical@wada-ama.org
However, WADA is not obliged to proceed with such review. In that case, you and/or your NADO may appeal to the Court of Arbitration for Sport (CAS).

WHAT IF MY NADO'S TUE IS NOT RECOGNIZED BY ISSF?

You and/or your NADO have 21 days from the date of decision to refer the matter to WADA for review. The email address to enquire and/or send the request for review is: medical@wada-ama.org. Alternatively, you may send to:

WADA Medical Department
World Anti-Doping Agency
Stock Exchange Tower
800 Place Victoria (Suite 1700)
P.O. Box 120
Montreal (Quebec) H4Z 1B7
Canada

The same information that was provided to your NADO should be submitted to WADA. Please use a secure on-line method unless sending by registered mail.

Pending WADA's decision, your NADO TUE remains valid for national-level competition and out-of-competition testing only.

If the matter is not referred to WADA for review, your NADO must determine whether the original TUE that was granted should remain valid for national-level Competition and Out-of-Competition Testing.

WHAT ABOUT CONFIDENTIALITY?

All the information contained in a TUE application, including the supporting medical information and any other information related to the evaluation of your TUE request is kept strictly confidential and treated in accordance with the Athlete's Declaration contained in the ADAMS TUE process. Please review the terms of the Athlete's Declaration carefully.

All members of the ISSF UEC and any other authorized recipients of your TUE request and related information are subject to a professional or contractual confidentiality obligation and have signed ISSF forms in this regard agreeing to maintain all your personal information in strict confidentiality.

Note that should you wish to revoke the right of the ISSF's TUEC to obtain the information related to your TUE request in accordance with the Athlete's Declaration in ADAMS, your TUE application will be deemed withdrawn without approval [or recognition] being granted.

Your TUE request-related information will be retained by ISSF and any other authorized recipients for no longer than necessary for the purposes stated in the Athlete's Declaration, in accordance with the International Standard for the Protection of Privacy and Personal Information and in strict adherence to ISSF's internal processes.

CONTACT INFORMATION

For any further information and questions in relation to ISSF's personal information practices, please contact Doris Fischl (Doris@issf-sports.org)

If you have a doubt as regards to which organization you should apply for a TUE, or as to the recognition process, or any other question with regard to TUEs, please contact Doris.

OTHER USEFUL LINKS:

[WADA International Standard for Therapeutic Use Exemptions \(ISTUE\)](#)

[WADA Q&A on Therapeutic Use Exemptions](#)

[WADA Checklists for TUE Applications](#)

[WADA Guidelines for the 2021 International Standard for Therapeutic Use Exemptions \(ISTUE\)](#)

[WADA Anti-Doping Education and Learning \(ADEL\)](#)

[ISSF Anti-Doping Rules](#) See in particular Article 4.