DRINKING WATER SAMPLE COLLECTION INSTRUCTIONS

Sample **MUST** be collected on Monday, Tuesday or Wednesday. We suggest using UPS or FedEx to ship the sample the **SAME DAY** it is collected. Your local post office may not get the samples to the lab within the acceptable time parameter using First Class Mail (regular mail). If the samples are old (over 30 hours from the collection time) the Health Department will **not** be held accountable and you will need to retest.

1. Use the sterile bottle(s) supplied.
2. Wash your hands carefully with soap and water before collecting the sample.
3. Collect the sample from the drinking water outlet (not a hydrant, hose or faucet located outside the building).
4. Disinfect the end of the faucet with bleach (immerge tip of faucet in cup of bleach).
5. Allow the water to run for two minutes, before adjusting the flow to a stream about the width of a pencil.
6. Take the cap off the bottle and hold the cap in one hand and the bottle in the other. Never rinse the bottle.
7. Fill the bottle to the neck.
8. Replace the cap to the bottle without touching the inside of the cap or the mouth of the bottle.
9. Fill in all areas of the lab form making sure to give the collection date on the form. If sampling for a well permit, be sure to include your permit number in the “Computer ID/WSSN #” box. If sampling for a Type II (non-community) well, be sure to include your WSSN number in the box to ensure proper credit for sampling requirements. Be sure to include the lab forms with the correct water sample bottles.
10. Send samples to Northern Michigan Regional Laboratory the **same day** sample is collected. The bacteriological test is only valid for 30 hours from the collection time. The partial chemical test needs to be in a cooler with an ice pack, which is provided. If doing both water tests, they can be sent in together in the cooler. If you have any questions, please contact your local District Health Dept. #4 office:

<table>
<thead>
<tr>
<th>Alpena County</th>
<th>Cheboygan County</th>
<th>Montmorency County</th>
<th>Presque Isle County</th>
</tr>
</thead>
<tbody>
<tr>
<td>989-356-4507</td>
<td>231-627-8850</td>
<td>989-785-4428</td>
<td>989-734-4723</td>
</tr>
</tbody>
</table>

**UPS Store Locations:**
486 S. Ripley Blvd  
Alpena, MI 49707  
989-356-8989
1847 M-32 W.  
Alpena, MI 49707  
800-742-5877
1064 M-32 W.  
Alpena, MI 49707  
517-358-0310

**FedEx Store Location:**
2070 M-32 W.  
Alpena, MI 49707  
800-463-3339

**DIRECTIONS TO NORTHERN MICHIGAN REGIONAL LABORATORY**

From I-75 take exit 282 and turn east (toward downtown) on M-32/Main St. Turn north on Center Ave. (Old 27), which is the easternmost downtown traffic light. Continue north on Center Ave. past the hospital and fairgrounds until you get to the roundabout. Take an immediate right off the roundabout onto Livingston Blvd., and then right at the first drive. The lab is located in the first building on your right, the Northwest Community Health Agency building at: 95 Livingston Blvd, Gaylord, MI 49735.

**PLEASE DELIVER SPECIMENS TO SUITE A IN THE FRONT OF THE BUILDING SO THE SECRETARIES CAN CHECK THEM IN.**
For additional info, call 989-732-1794.
Partial Chemistry Submission and Analysis Protocol Handout
for
Northern Michigan Regional Laboratory (NMRL)
95 Livingston Blvd., Suite A
Gaylord, MI 49735

By US Mail, UPS, or FedEx (Monday – Wednesday ONLY):
Note: If the sample is mailed Thursday – Sunday it will be rejected.

1. Remove the ice pack from the shipping container and place in a freezer the day prior to shipping. The ice pack must be in the freezer for at least 8 hours, and preferably overnight.
2. Collect the sample as you normally would, according to the instructions provided.
3. Place the sample in the shipping container WITH THE FROZEN ICE PACK.
4. Seal the shipping container.
5. Ship the container so that it gets delivered within 30 hours of collection time.

Submitting a sample directly to the laboratory (Monday – Thursday ONLY):
Note: If the sample can be hand-delivered to the laboratory within 2 hours of collection, it will be accepted without chilling (see below). If it will take longer than 2 hours to deliver the sample, THE SAMPLE MUST BE CHILLED BY THE FOLLOWING PROCEDURE.

1. Remove the ice pack from the shipping container and place in a freezer the day prior to shipping. The ice pack must be in the freezer for at least 8 hours, and preferably overnight.
2. Collect the sample as you normally would, according to the instructions provided.
3. Place the sample in a refrigerator until well chilled (approximately 2 hours or more).

Hand delivering a sample within 2 hours (Monday – Thursday ONLY):
1. As indicated above, if the sample can be delivered to the laboratory within 2 hours of collection, the sample will be accepted without chilling.
2. You may use your own cooler and ice pack (a sealed plastic bag of wet ice works very well) to chill the sample during transport.
PARTIAL CHEMICAL ANALYSIS

INITIALS 0.0-1.0  0-0.2  0-0.5  0-2.0  0-5.0 Sodium ppm

Sulfate 20-400  0-200  0-100  0-50  0-20  Chloride 0-20  0-200  0-500  0-2000  0-4000

Hardness 25-100  50-200  100-500  250-1000  500-2000

Nitrate 0-0.2  0-0.5  0-1  1-1.5  2-10

EC-POS

Fecal Coliform

Any code indicates sewage contamination with more certainty.

These results are the same as fecal coliform positive. However, E. Coli results
are considered the best of the water supply. Thus, their presence in a water supply is considered an indication of sewage
contamination. Premises are located in the vicinity of mean brooded animals, and as
col organisms are found in the intestines of mean brooded animals, and as
coli organisms were detected in the water sample. F.

E. coli detected. E. coli organisms were detected in the water sample.

ND

E. coli not detected. No coliform organisms were detected in the water sample.

RESULTS OF COLIFORM ANALYSIS

The "Collifor" procedure also detects E. coli, an organism that always
occurs with sulfates. Water, and some solids and decaying vegetation. A positive result
may indicate that a water supply is not properly protected from contamination.
Eating for a group of bacteria found in the intestinal tract of warm-blooded ani-

BACTERIOLOGICAL ANALYSIS

Evolution of bacteriological quality of drinking water is done using "Collifor".
Access Water Results Online:

- Navigate to www.nwhealth.org
- Click on the Glass of Water
- Sign in as nmwaterresults@gmail.com (password Results!)
- Read the Terms of Use, click the checkbox, and press Agree
- The Help button will tell you how to search.
- Press Search for Results button.
- Type in the County the sample was taken from and press OK.
- Another prompt will appear. Enter the Form Number from the water sample slip, and press OK.
- If your test is available, a PDF file will appear.
- If the document cannot be found, then a blank webpage will appear.