

QUICK REFERENCE GUIDE

RECOMMENDATIONS FOR SAMPLING LEAD IN NYS SCHOOL DRINKING WATER

October 4, 2016

This version supersedes all prior versions.

Purpose:

This Quick Reference Guide (QRG) outlines requirements and recommendations for developing and implementing a lead in schools sampling plan for compliance with 10 NYCRR Subpart 67-4.

Audience:

This QRG applies to all New York State public school districts and boards of cooperative educational services (collectively, “schools”), including those already classified as a public water system under 10 NYCRR Subpart 5-1. The QRG may serve as a reference for school personnel and/or consultants responsible for collecting lead in drinking water samples. The QRG may also be used as guidance by local health departments.

Identify Sampling Locations:

Before testing for and correcting lead problems, evaluate the school’s plumbing and assess the factors that may contribute to lead contamination. An evaluation should identify all outlets that are used or could be potentially used for drinking and/or cooking purposes. Based on this information, the school can develop a sampling plan, including assigning unique identification numbers to each outlet to be sampled. For more information on developing a sampling plan, see EPA's publication entitled “3Ts for Reducing Lead in Drinking Water in Schools,” available at https://www.epa.gov/sites/production/files/2015-09/documents/toolkit_leadschools_guide_3ts_leadschools.pdf.

Recommended Sampling Instructions for Lead Testing in School Drinking Water

1. Select a laboratory to perform your water analysis that is certified by the New York Environmental Laboratory Approval Program (ELAP) for lead in drinking water. The list of approved laboratories can be found at this website: <http://www.wadsworth.org/regulatory/elap/certified-labs> .
2. Contact the laboratory to obtain the appropriate 250 mL plastic bottles for sampling (wide-mouth bottles are recommended) and laboratory chain of custody forms.
3. Begin preparing for the sampling event by having all the items that are needed to collect the samples ready to go - including sample bottles, labels, waterproof pen for labeling the sample bottle and the laboratory chain of custody.
 - a. Use only the 250 mL sample containers supplied by the ELAP-certified laboratory.
 - b. Containers should not be opened until you are ready to collect the sample.
 - c. Do not touch the interior surfaces of the cap or bottle.
 - d. Keep food and drink away from the sampling area.
4. First-draw samples should be collected early in the morning before any water has been used in the building. Water must have been stagnant between 8 and 18 hours prior to sampling.
5. To collect a sample that best represents water used for drinking/cooking during the school week, avoid collecting samples in the mornings after vacations, weekends, or holidays unless specifically directed to do so.
6. On the morning of the sampling, perform a quick walk-through of the facility to ensure no outlets were left running overnight.
7. Make sure no water has been drawn from the outlet before you collect the sample.
8. Begin sampling at the outlet closest to the Point of Entry (where the water enters the building from the street).
9. If a drinking water fountain is being sampled, angle the container's mouth in a way that it will capture the entire flow of water from the bubbler.
10. If the outlet is a motion-sensor or metered faucet, collect the sample as you would under normal use conditions.
11. Do not remove aerators or screens prior to sampling.
12. Place the container under the outlet that is being sampled and turn on the cold water tap at the same rate that would be used under normal use for filling a glass of water, taking precautions to not allow any water to run down the drain.
13. Securely cap the container and follow the instructions provided by the certified laboratory.
14. Label the sample bottle with the same information (date, time, location, etc.) as on the Chain of Custody form.
15. Record any observations that may impact the samples' results (e.g. leaking outlets, discolored water, low water pressure, etc.) on the chain of custody form.
16. Prepare the container for shipping according to the certified laboratory's instructions.
17. Ship the sample according to the certified laboratory's instructions, and within the time frame recommended by the laboratory.