

## VERMONT DEPARTMENT OF HEALTH LABORATORY

Physical: 359 South Park Drive, Colchester, VT 05446

Mailing: PO Box 1125, Burlington, VT 05402-1125

1-800-660-9997 (VT only) or 1-802-338-4724

### INORGANIC CHEMICAL SAMPLING INSTRUCTIONS

Please read prior to collection of sample. If these instructions are not followed closely it may result in the analysis being delayed or the sample being rejected.

#### The kit will contain the required forms and containers for the tests ordered:

One Water Sample Collection Information Form (Chem 202)

One, 1-liter pre-cleaned plastic container (for Kit C, Kit IA, Kit ID or Single Tests)

One, 500mL Glass bottle with Bubble Wrap (for Odor Test, Kit ID or Alkalinity test)

One, 125mL pre-cleaned plastic container (for Kits AN, N<sub>3</sub>N<sub>2</sub>, Sodium/Chloride or a Single Test)

**Regulated Water Systems Only:** The sample must be taken at the point of entry to the distribution.

a) If the system is served by surface water the sample must be taken after any application of treatment.

b) If the system is served by ground water the sample must be taken at a location representative of each source after any application of treatment.

**Homeowners:** A flush sample should be taken from an indoor faucet in a clean area such as a kitchen sink. Collect the sample from the cold water faucet where you usually obtain your drinking water. These instructions are for a FLUSH sample – this is important to know if you want to take a DRAW sample for lead or copper (see CHEM 408).

NOTE: Oxidizers such as Chlorine interfere with Nitrite testing and if an oxidizer is present, the sample may be rejected or the result qualified.

### SAMPLING INSTRUCTIONS

1. To eliminate contamination, keep containers closed until ready to use and do not touch the inside of the cap or the mouth of the container.
2. Run the water for 3-5 minutes to flush pipes before taking samples. Rinsing the pre-cleaned containers is not necessary.
3. For an Odor or Alkalinity test, fill the glass bottle completely to the top with no headspace or air bubbles.
4. All other containers may be filled up to the neck of the bottle or to within one-inch (1") from the top.
5. Tighten all caps firmly to prevent leakage. If multiple samples are being submitted, label the samples so they can be identified from others (i.e., name and sample location)
6. Place the glass bottles back into the foam jackets provided with bubble wrap to prevent breakage during transit.
7. Complete Water Sample Collection Information form (Chem 202). Be sure the **DATE** and **TIME** of sample collection is filled out. Describe any water treatment in Sampler's Remarks section (e.g. water softener). We suggest placing the form in a re-sealable plastic bag to protect it from water.

### STORAGE and SHIPPING

8. After filling the containers, samples should be kept cold (in a closed cooler with ice) and delivered to the laboratory **as soon as possible**. Some tests (pH, residual chlorine, odor, turbidity, conductivity) need to be received within 24 hours. Any Kits including nitrate and/or nitrite tests must be analyzed within 48 hours and should be cooled to less than ~ 42 degrees Fahrenheit (6 degrees Celsius), but not frozen when received at the laboratory.
9. Test results may be qualified if the sample has no evidence of cooling upon arrival at the laboratory.
10. Samples can be hand delivered Monday through Friday from 7:45am to 4:30pm. If shipping samples, collect the sample just prior to mail pick-up at your post office. We highly recommend 'next day delivery' service.
11. **Reasons a sample may be rejected include: Incomplete Water Sample Collection Information form (Chem 202), the use of a non-VDHL container or if received greater than 48 hours from the time of collection.**

**A full test report will be mailed to you upon completion of analysis & review, usually 14 to 21 days.**

If you have questions regarding these instructions, please call (802) 338-4724 OR (800) 660-9997. Thank you!