

# TANEY COUNTY HEALTH DEPARTMENT

## WATER SAMPLE INFORMATION FORM

320 Rinehart Rd., Branson, MO 65616

417-334-4544 EXT. 247

417-336-9604 FAX



All sections with an asterisk (\*) must be completed or the sample will not be accepted.

<b>SAMPLE COLLECTION</b>	*Date Sample Collected: _____ (month) (day) (year)	Date Paid: _____
	*Time: _____ am/pm	Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> WIC <input type="checkbox"/>
	*Where was sample collected? (ex. well head, kitchen faucet, hose bib)	Check # _____ Amount: \$ _____

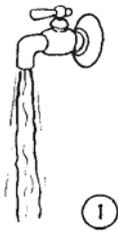
*PROPERTY INFORMATION		*COLLECTOR INFORMATION	
Name:	County:	Name and/or Company:	
Address:	Address:	City:	State: Zip:
City:	State: Zip:	City:	State: Zip:
<b>Well Type:</b>	<b>Water Supply:</b>	<b>Chlorinated System</b> <input type="checkbox"/>	<b>Sewage Disposal:</b>
Bored <input type="checkbox"/>	Private <input type="checkbox"/>	Free: _____	On Site <input type="checkbox"/>
Drilled <input type="checkbox"/>	Public/Community <input type="checkbox"/>	Total: _____	City Sewer <input type="checkbox"/>
Driven <input type="checkbox"/>	Public-/Non-Community <input type="checkbox"/>		
Spring <input type="checkbox"/>			

*REPORTING INFORMATION			
<b>Sample Type:</b>	<b>Send Results To:</b>	Phone:	
Official <input type="checkbox"/>	Property Owner <input type="checkbox"/>	Fax:	
DNR Collector # _____	Third Party <input type="checkbox"/>	Email:	
Unofficial <input type="checkbox"/>	DNR <input type="checkbox"/>		

SAMPLE INFORMATION			DATE RECEIVED/ANALYZED		Initials
Sample No.	Lot No.	Exp. Date	3 <sup>rd</sup> Party Name;		
			3 <sup>rd</sup> Party Email/Fax:		
			3 <sup>rd</sup> Party Address:		
			City:	State: Zip:	
			Total Coliforms Findings:	Nitrate:	
			E. Coli Findings:	Nitrite:	
Colilert			<b>DATE RECEIVED/ANALYZED</b>		<b>Initials</b>

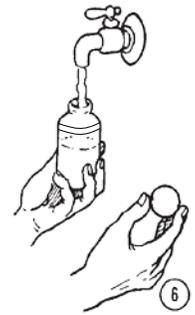
TESTING INFORMATION		DATE RECEIVED/ANALYZED		Initials
Test Requested for this sample:		Date/Time Received:		
Coliforms/E.Coli <input type="checkbox"/>		Date/Time Analysis Start:		
Nitrate <input type="checkbox"/>		Date/Time Analysis End:		
Nitrite <input type="checkbox"/>		Analyst Signature:		

# Bacteriological Sample Collection Procedures



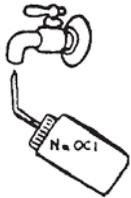
1

Assemble all of the sampling supplies. Before you begin, wash your hands thoroughly before handling supplies. The sample should be taken from a clean, smooth-nosed cold water faucet if possible. Recommended locations include hose bibs located on the house foundation wall, or a faucet near the pressure tank inside the house. **Avoid drinking fountains, leaky faucets, hot/cold mixing faucets and frost-proof yard hydrants since it is not practical to sterilize these fixtures. If possible, remove any aerators, strainers or hoses that are present** because they may harbor bacteria. Follow the procedures below when collecting the sample. Instructions for completing the Environmental Sample Collection Form are on the following page.



6

Fill sample bottle until water level is between the two lines on the bottle.



2

1. **Open the cold water tap for about 3 minutes before collecting the sample.** This should adequately flush the water line of any debris.
2. **Chemically disinfect the tap** by thoroughly rinsing both the inside and outside of the tap with a 100 ppm solution of sodium hypochlorite (bleach NaOCl). A 100 ppm solution can be made by mixing ¼ ounce (1.5 teaspoons) of household bleach with one gallon of clean water. If tap cleanliness is questionable, provisions should be made to allow the solution to remain in contact with the tap for up to 15 minutes or to increase the strength of the bleach solution to ensure adequate disinfection.



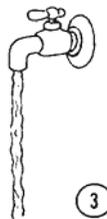
7



8



8



3

3. **Flush the tap for an additional 3 minutes with cold water, and then reduce to a gentle flow** to permit filling the bottle without splashing.
4. **Remove the plastic shrink wrap seal** by pulling down on the red strip and peeling the shrink wrap from both the cap and bottle. **Discard the shrink wrap.** Do not attempt to reseal the lid with shrink wrap still attached.
5. **Grasp cap along top edge and remove carefully. Do not touch the inside with your fingers.** Hold the bottle in one hand and the cap in the other. **Do not lay the cap down or put it in a pocket!** Also, take care not to contaminate the sterile bottle or cap with your fingers or permit the faucet to touch the inside of the bottle.
6. Hold the bottle so that water entering the bottle will not come in contact with your hands or the outside of the bottle.
7. **Fill the bottle until the water sample level is BETWEEN THE TWO LINES on the bottle (100 – 120 ml).** Preferably, the sample level should be at or just slightly above the 100 ml line. **Sample levels below the 100 ml (lower) line WILL NOT BE TESTED due to insufficient sample volume. Sample levels above the 120 ml (upper) line WILL NOT BE TESTED due to overfilled bottle.** If the bottle is overfilled, you may pour off any excess water to get the sample level between the two lines. Place the cap on the bottle and screw it down tightly.

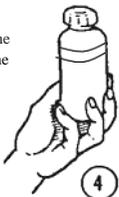
### Transportation Instructions

Bring samples immediately after collection. This is important because samples should be in transit no more than 24 hours for best analytical results. Samples received more than 36 hours after collection will not be tested.

Samples are accepted Monday through Thursday prior to 3:00 pm with results reported the following business day after 3:00 pm.

Bottle is clean and sterile,  
ready for sample  
(Remove and discard plastic seal)

Max. Fill Line  
Min. Fill Line



4



5