

SUBMISSION OF WATER SAMPLES FOR BACTERIOLOGICAL EXAMINATION

THE WATER SAMPLING KIT

- Water samples for bacteriological examination will ONLY be accepted if they are submitted in sterile specimen bottles provided by the Health Unit.
- Water sample bottles are available at the local health unit.
- Requisition forms are provided by the Health Unit (forms mailed each month)



COMPLETE THE REQUISITIONS FORMS AND LABEL THE SAMPLE BOTTLE

- **The bottle label must be filled out with the water system name, the sampling site name and the date and time the sample was collected. Make sure the date and time of collection is also entered on the requisition form.**



SAMPLE COLLECTION

- Water samples must be collected immediately before delivery to the Health Unit
- For community water systems, water samples should be collected by water purveyors or other suitably trained personnel.
- Each bottle contains sodium thiosulphate as a powder or pill which must not be discarded or rinsed out of the bottle during collection of the sample.
- Do not take water samples from any tap which may have additional water treatment devices on it (e.g home water softener, etc)
- Collect water sample only from the cold water tap

HOW TO COLLECT SAMPLES

1. If water is collected from a pump or a tap, remove any aerators or screens.
2. Ensure the faucet is free of contamination before the sample is taken. The faucet may be sterilized by flaming with a lighter or wiping with an alcohol wipe or mild chlorine solution
3. Run water for about 2- 3 minutes to flush the water lines
4. Reduce water flow to permit filling bottle without splashing.



5. Remove cap from the bottle taking care not to touch the inside of the cap or mouth of the bottle.
6. Fill the bottle (without rinsing) to at least the fill line marked on the bottle. Do not adjust the fluid level in any manner following collection.
7. Screw cap on tightly.
8. Place completed requisition form inside ziploc plastic bag and wrap it around the sample bottle with rubber band



SAMPLE TRANSPORT

- Ship samples in cooler with sufficient ice packs to maintain temperature at $<10^{\circ}\text{C}$ (Do not add ice to the sample.)
- Water samples should be delivered to the Health Unit immediately following collection.
- Samples received at the lab more than 24 hours after collection are generally unsuitable for bacteriological examination as the results may be of little value or may even be misleading.

RESULT REPORTING

- Sample results are normally emailed to the Health Unit within 2-3 working days of receipt of sample
- If water sample shows presence of total coliforms or e.coli the water supplier will be contacted by the laboratory and/or Environmental Health Officer. No contact will be made if the sample shows absence.
- Contact your Environmental Health Officer for any questions.



Place the requisition form in the plastic bag, and wrap the plastic bag around the bottle with the elastic band

Make sure the sample site, date and time are on the bottle.

Make sure the date and time are also on the requisition form