Public Health
Prevent. Promote. Protect.

Peoria City/County Health Department
Health Protection Division
Environmental Health

WATER SAMPLING KIT INSTRUCTIONS

The following items should be in your kit:

- 1 sample bottle
- 1 Microbiology sample form
- 1 mailing label

1) Do not open the bottle until ready to sample. Follow the directions on the back of the sample form to take each water sample.
NOTE: Samples must be collected on Monday, Tuesday or Wednesday.

2) After filling the sample bottle, complete the top portion of the sample form. Please print clearly especially the date and time collected. Place the sample bottle and the Microbiology form in the box.

3) Samples should be taken to UPS immediately. Do not drop samples in a drop box.
NOTE: Samples must be received by the lab within 30 hours of collection or they will be rejected!

4) The results will be sent to the Peoria City/County Health Department. The Peoria City/County Health Department will interpret the analysis and mail the report to the person identified on the sample form. Please allow at least 10 business days from the time of sampling for results to be received by our Department.

If you have not received a copy of your results within 14 business days, please contact the Environmental Health Office at 309-679-6161.

Please keep this instruction sheet with the following information until you receive your sample analysis.

Date/Time Well Sampled: _____/_____ at _____ AM/PM

Sampled by: _____

Mailed from: _____

Date Mailed: _____

2116 N. Sheridan Rd. • Peoria, Illinois • 61604 • PH: 309/679-6161
FAX: 309/679-6174 • TDD: 800/526-0844 *(hearing impaired only)* • ***www.pcchd.org***

Water Sampling Guidelines

A representative sample can be obtained only if good sampling techniques are used.

The sampling point should be as close to the water supply as possible. Use the sampling faucet when available. The sampling faucet is a non-threaded tap that should be located near the pressure tank. Allow the water to run until the pump starts and runs for a period of time (5 minutes is a good rule of thumb). Before collecting the sample, adjust the flow of the stream to approximately the size of a pencil. If using the sampling faucet, a bucket is recommended for catching water to prevent flooding the floor.

Taps/Faucets to Avoid (if possible):

- Faucets with swiveling heads, faucets with hot and cold water under the same valve (a mixing or combined valve), faucets with leaking valves, and gooseneck style faucets.
- Threaded taps because bacteria can grow in the grooves. Never sample from a clearly contaminated tap (scum or build-up around the tap/faucet).

Water Sampling Techniques:

- **Always** sample the cold water. Never sample hot water.
- Remove any attachments to the faucet (screens, aerators, etc.).
- Allow water to run in a steady stream for at least 5 minutes when possible. This may not be practical for sampling faucets that are not near a floor drain.
- Use a steady water stream, avoid sampling from a water stream that drips, streams along the faucet body, or provides uneven flow.
- If collecting chemistry and microbiology samples, collect the chemistry sample first. This allows any possible contamination from the tap to enter the chemistry sample possibly making for a cleaner microbiology sample.

Tips on Disinfection:

- **Alcohol Spray/Swab Method – (preferred method)** Wipe or spray rubbing alcohol into and onto the faucet opening and allow to air dry. Allow the faucet adequate time to flush. **NOTE:** ***Use caution when using alcohol pads as their small size may allow for accidental hand contact with the tap.***

Environmental Health • 2116 N. Sheridan Rd • Peoria, IL 61604 • PH: 309/679-6161 • FAX: 309/679-6174