

PLEASE REMEMBER!

- The testing process takes 24 hours. To avoid having to re-test, **samples should not arrive on, or on the day preceding a weekend or holiday when the laboratory is closed.**
- **All water samples must be received within 30 hours of the sampling time.** Remember to specify date and time (AM/PM) the water sample was taken on the water form. Failure to do so is criteria for rejection.

COLLECTING WATER SAMPLES FOR BACTERIOLOGICAL ANALYSIS

1. Select a tap or faucet in a well-used location.
2. If there is a screen or aeration device on the faucet, remove it.
3. Open the cold water tap and let the water run at full force for 5 to 6 minutes to flush out the stale water.
(Avoid using a faucet with a swivel joint mount. If you must use a swivel faucet, do not move it or change the faucet setting during the flushing period or while filling the container.)
4. Adjust the tap until flow stabilizes in a moderately slow, steady stream.
5. Remove sterility strip before unscrewing cap.
6. Do not let the lid become contaminated.
 - Do not let anything touch top of open bottle or lid.
 - Do not rinse out or wash bottle! The bottle contains a white powder – Sodium Thiosulfate, which is added to inactivate any free chlorine that may interfere with the test.
7. Without touching the bottle to the faucet, fill the bottle to the 100 mL line. Immediately replace cap.
8. Record collection information on bottle label and on lab form. (Please do not write on cardboard container or metal lid as these are reused.)
9. Be sure to fill out all required information on the lab form. Place the lab form in the canister with the water bottle for return shipping.



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