



IDAHO DEPARTMENT OF HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH

PUBLIC SCHOOL LEAD TESTING REQUEST FORM

School/Building Name: _____ Test Report Contact Name: _____
Test Report Mailing Address: _____ City: _____ Zip: _____
Collector Name: _____ Contact Phone: _____

Laboratory Use Only. Collector - do not fill in darkened areas	Sample Location: uniquely identify each fixture below and also write it on the container label	Sample Type: Circle First Draw or Follow-up	Collection Date	Collection Time (Provide AM/PM or 24 hour time)
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		
		First Draw Follow-up		

Instructions for Lead Water Testing in Idaho Public Schools

Paperwork and Sample Bottle Labelling

1. Complete the top portion with your school/building information. Be certain that all information is legible. An electronic version of this form can be found at <http://www.statelab.idaho.gov>; select Environmental Testing => School Lead Testing tab => Public School Lead Testing Form.
2. Complete the paperwork by filling in the sample location, sample type (circle first draw or follow-up), collection date, and time for each sample container.
3. Write on the sample container label the: sample location, sample type (indicate on label “follow-up”, for follow-up samples only), and date/time. This will allow the lab to match your sample containers with the information on the submittal form. Labels provided on bottles will have fields “Sample ID” and “Location”, which can be used for sample location and sample type information.

Initial Sample Collection- First Draw Sampling

1. First-draw water must **reside in pipes for at least 8 hours, but not more than 18 hours**. It is recommended to collect first thing in the morning before school begins. Do not sample in the morning after a weekend, vacation, or holiday because it does not represent normal use.
2. **Do not remove aerator** from the fixture when sampling.
3. **Only sample cold water**. If you are testing fixtures that mix hot and cold water. Make sure that cold water was the last water used from that tap before it sits overnight.
4. **The first draw sample is typically taken before school starts in the morning**. Place the uncapped 250 mL laboratory approved bottle under the faucet and open the cold water tap to a steady flow. Fill the bottle to the shoulder or to the line marked 250 mL, and then turn off the water. Cap the bottle tightly. Fill out the submittal form using one row per sample collected. Circle first-draw as the sample type on the submittal form. Multiple forms may be used since each form has seven rows for seven samples.

Follow-up Monitoring- 30 second rinse before collection

1. There is no safe level of lead for children. Facilities should establish a plan on how they will respond to their sample results to protect children from lead in drinking water.
2. Follow-up samples are flushed samples designed to show whether lead is coming from the fixture or the plumbing beyond the fixture. The difference between first-draw sampling and follow-up sampling is allowing the water to run for 30 seconds before taking the sample.
3. **Pick a weekday to sample that represents normal use**. Do not collect follow-up samples the morning after a weekend, vacation, or holiday.
4. **Only sample cold water** and check beforehand to make sure the water sitting in the fixture was cold overnight.
5. **If the fixture was shut off or taken out of service**, turn the water back on and flush it using moderate flow for at least 2 minutes the afternoon before sampling.
6. **Sample first thing in the morning**, allowing the water to reside in the pipes for at least 8 hours, but not more than 18 hours.
7. **Run the cold water at a steady flow for 30 seconds before you take the follow-up sample**. After 30 seconds fill the 250 mL sample bottle to the shoulder or the 250 mL bottle mark. Cap the bottle tightly and fill out the submittal form and bottle label. **On the submittal form under Sample Type circle Follow-up.**

Additional information about testing for lead in school drinking water systems can be found at: www.epa.gov/ground-water-and-drinking-water/3ts-reducing-lead-drinking-water-toolkit

