Government of Saskatchewan
Ministry of Health

Saskatchewan Disease Control Laboratory
5 Research Drive
Regina, Saskatchewan
S4S 0A4

# Drinking Water Analysis (Effective October 2013)

**Environmental Services, Saskatchewan Disease Control Laboratory**
**www.health.gov.sk.ca/lab**

For Lab Use Only

## Client Information (Please Print)

Name:

Street or Box No.:

Town or City, Province:

Postal Code: (Required)

Phone: (  )

Check **one** to have results e-mailed ☐ or faxed ☐

Customer E-mail Address or Fax Number:

## Billing Information (Please Print)

☐ Same as Client Information

Name:

Address:

Address:

Town or City, Province:

Postal Code: (Required)

Billing E-mail Address:

## Type of Analysis & Cost

Price Includes 5% GST (GST Number: 107864258)

- ☐ Regular (Coliform/E. coli)..... **$21.00**
- ☐ Repeat (Coliform/E. coli)..... **$21.00**
- ☐ Regular & Nitrate (Coliform/E.coli/Nitrate)....**$26.25**
- ☐ Nitrate (only)..... **$10.50**
- ☐ Fluoride (only)..... **$10.50**
- ☐ Pseudomonas..... **$21.00**

Pseudomonas requires a separate 250 mL bacteria sample and form.

Samples that cannot be filtered for the Coliform & E. coli analyses will be processed by an alternative method. **$31.50**

**Comments** (If a copy of the final report should be sent to a second e-mail address please note address here.)

## Sample Information (PRINT CLIENT NAME AND SAMPLE LOCATION ON THE SAMPLE BOTTLE)

Collection Date: (DD / MMM / YYYY)

Collection Time:(HH:MM) AM/PM

Collected By:

Sample Location:

## Payment Method

***Credit card information must be included with each requisition and authorized or indicate use card on file***

☐ Cheque ☐ Visa
☐ Money Order ☐ Master Card :

***Make cheques payable to the "Minister of Finance".***
*** Do not post date cheques.**

Credit Card #: ( __ __ __ __ ) ( __ __ __ __ ) ( __ __ __ __ ) ( __ __ __ __ ) Amount Paid/Authorized: $ _____

Name On Credit Card _____ ☐ Check box to use card on file

Expiry Date: mm/yy _____ Signature: X _____

PLEASE INCLUDE YOUR NAME ON THE SAMPLE BOTTLE

**SEE REVERSE FOR SAMPLING INSTRUCTIONS**

**TO ORDER BOTTLES/FORMS**
**PLEASE FAX (306) 798-0071**

Doc 1400-55 ENV005R V1.0 October 2013

## This form effective October 2013
## IMPORTANT NOTICE - PLEASE READ

To ensure accurate results the Saskatchewan Disease Control Laboratory requires samples for bacteriological analysis to be processed within 48 hours. Samples transported overnight must be shipped in an approved cooler with an ice pack.

The results of the water analysis will be mailed to the address provided on the front of this form. Please call toll free 1-866-450-0000 for special requests. Information on interpreting results and required action if water is not suitable for drinking can be obtained from the website www.health.gov.sk.ca/lab.

Further information on required action can also be obtained from your regional public health inspector.

**WATER SAMPLING INSTRUCTIONS FOR BACTERIA ANALYSIS**

1. Use the sterile container supplied by the lab for bacteriological analyses. If the sterile seal is broken, do not use.
2. Wash your hands carefully with soap and water before collecting the sample.
3. Collect the sample from the drinking water outlet (not a hydrant, hose or faucet located outside of building).
4. Remove the aeration screen from tap.
5. Disinfect the end of the faucet with a bleach solution (mix 1 part bleach to 4 parts water).
6. Allow the water to run for two minutes, before adjusting the flow to a stream about the width of a pencil.
7. Take the cap off the bottle and hold the cap in one hand and the bottle in the other. **Never rinse the bottle.** The container contains a tablet (sodium thiosulphate) used to neutralize any chlorine.
8. Carefully fill the bottle within 6-7 mm (¼ inch) of the top.
9. Replace the cap to the bottle without touching the inside of the cap or the mouth of the bottle.
10. Fill in all areas of the requisition. **Your sample will be rejected if critical information is missing.**
11. Turbid samples will be processed by the MPN method at a cost of $31.50.

The Saskatchewan Disease Control Laboratory understands that it is not always easy (in some cases impossible) to recollect samples. Therefore, submitters must carefully follow the sampling instructions to ensure mistakes do not occur during the sampling process.

**SHIPPING INSTRUCTIONS FOR BACTERIA ANALYSIS**

1. Clearly print your name and sample location on the sample bottle.
2. Place the sample bottle with the requisition in the mailing container provided by the Saskatchewan Disease Control Laboratory.
3. Place the mailing container in an approved customer supplied insulated cooler. The cooler should contain absorbent material in the event a sample bottle leaks or is broken in transit.
4. Place enough approved ice packs in the cooler so the sample will stay cool but will not freeze during transportation to the lab.
5. Coolers and ice packs are returned to the submitter as soon as possible and the laboratory is responsible for the cost of returning the coolers to the submitter. Please use a “flip-top” style of label with the laboratory’s address on one side, and the submitter’s address on the other side. **The cooler will not be returned if the address is missing.**
6. Ship or deliver the samples to the Saskatchewan Disease Control Laboratory, Environmental Services, 5 Research Drive, Regina, Saskatchewan, S4S 0A4.
7. The sample must be processed within 48 hours of collection. To avoid weekend delays, mail samples on Monday, Tuesday, or Wednesday.

**To Order Sample Containers/Requisitions**
**FAX (306) 798-0071**