



**Subject: Water Sampling Guideline**

**Date: 7-31-2015**

**Jennifer Nord**

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**Page: 1**

This Guideline is issued by the Department of Environment, Health & Safety to provide guidance and consistency in management of sampling water for potential contaminants at the University of Michigan.

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**SUMMARY:** This Guideline provides procedures for sampling water for biological, chemical and physical contaminants at the University of Michigan (UM) by representatives of the Environment, Health & Safety (EHS) department.

**SCOPE:** This Guideline is in effect whenever UM students, faculty, or staff request an investigation into the safety of the water to be used for consumption by humans or research animals. The water used for consumption must be provided by a municipal source or well owned by the University of Michigan or operated for the purpose of supplying water to university students, faculty, staff or research animals.

This Guideline also encompasses water sampling for all of the public swimming pools at the Ann Arbor campus of the University of Michigan. Public swimming pools are licensed by the Michigan Department of Environmental Quality and the water will be sampled in accordance with the Michigan Public Health Code, 1978 PA 368.

The University of Michigan Health System, Washtenaw County Department of Public Health and Environmental Health Division (WCDPHEHD), Michigan Department of Agriculture and Rural Development (MDARD), Michigan Department of Community Health (MDCH), Michigan Department of Environmental Quality (MDEQ) are included in this communication process.

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**REFERENCE &  
REGULATIONS:**

“Agency Agreement” between the University of Michigan, Washtenaw County Department of Public Health, Environmental Health Division, and the Michigan Department of Environmental Quality, revised April 2010.

*Guide for the Care and Use of Laboratory Animals*, published by National Research Council

[Guidelines for Infection Control in Dental Health-Care Settings - 2003](#)

[Michigan Public Health Code, 1978 PA 368, Article 12 Part 125 Public Swimming Pools](#)

[Michigan Safe Drinking Water Act, Act 399 of the Public Acts of 1976](#)

[National Primary Drinking Water Regulations](#)

[Noncommunity Drinking Water Sampling Requirements](#)

[Revised Total Coliform Rule](#)

[Seasonal Public Groundwater Supply Handbook](#)

**DEFINITIONS:** *Building Manager* - the person who is designated as being responsible for the building management and to whom any reporting and notification is made; the contact person.

*Sanitarian* – EHS staff members responsible for drinking water safety and public swimming pool safety concerns on campus.

**RESPONSIBILITY: Building Manager**

Forward all questions, concerns and contact information for water quality issues to EHS at 647-1143.

Cooperate with EHS sanitarians by posting appropriate signage, locking out drinking fountains and fixtures when necessary, running water in advance of testing, and complying with all water quality investigation requests.

Coordinate water supply preventive maintenance to occur during low building use hours when possible. Flush the water supply system after maintenance is conducted to prevent occupant exposure to products of corrosion.

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Make building occupants aware of the things they can do to help prevent water quality problems. Examples of prevention measures include only using cold water for consumption purposes and run the water after a weekend or long break, before use by building occupants.

### **Certified pool operators (CPO)**

Certified pool operators must maintain their pool chemistry and equipment as required in the [Public Swimming Pool Rules](#).

### **Michigan Department of Environmental Quality (MDEQ) and Michigan Department of Community Health (MDCH)**

MDEQ and MDCH will provide consultation and advice in conducting a waterborne illness investigation, assist in collecting and processing data generated during an investigation, and coordinate efforts that fall beyond the scope of a single health district.

### **EHS**

EHS sanitarians are responsible for collecting water samples to evaluate the risk of biological, chemical or physical contaminants. If there has been an incident resulting in consumption of water suspected to be contaminated, the sanitarians will initiate an investigation and suggest that ill persons seek immediate medical attention. Upon receipt of the complaint or request for a quality check the information must be immediately referred to the EHS sanitarians or the OHS manager for follow-up. This includes calls received by the EHS on-call staff.

The EHS sanitarians will be responsible for the following:

- Collect water samples for the following locations
  - University owned public swimming pools – monthly
  - Compliance with the Type II water well program
  - Type III wells serving UM students, faculty, staff, visitors or research animals - annually
  - University of Michigan Hospital Utilities Department designated buildings - annually
  - Dental School to check the water lines at the dental chairs
  - Investigation of water quality complaints
- Communicate with the person making the complaint and determine a sampling plan for the implicated water fixture.
- Communicate and coordinate with affected University departments to assure the necessary procedures are followed to minimize further illness.
- Conduct an investigation of a potential waterborne illness outbreak jointly with the WCDPHEHD as provided for in the “Agency Agreement.”
- Take immediate action to minimize the potential spread of a suspected or confirmed waterborne illness.

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- Make the necessary contacts, as noted in the Procedures section of this Guideline.
- Document all actions taken, disseminate as necessary, including a final report.
- Review this Guideline on an annual basis. Communicate changes to the groups identified in the Responsibility section of this Guideline.
- Serve as the University liaison for local, county, state, and federal agencies regarding health and safety issues.

**University of Michigan Health System Utilities**

Inform EHS of any new properties that require water sampling. Request any changes in water quality testing when necessary.

**University of Michigan Dental School**

Disinfect the water supply according to the manufacturer of the disinfection product. Contact EHS sanitarians to request sampling of the patient chair water lines.

**University Committee on Use and Care of Animals (UCUCA)**

Inform EHS of any new required water sampling locations. Inform EHS of changes to the water sampling parameters required by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC).

**Washtenaw County Department of Public Health and Environmental Health Division (WCDPHEHD)**

Receive water related complaints from UM affiliates and direct to EHS, jointly conduct waterborne illness investigations, as specified in the “Agency Agreement.” The County Outbreak Team, including EHS staff meets on a quarterly basis to discuss illness outbreaks, control, prevention, and recommendations for process improvement.

**Water Well Operators**

Water well operators must properly maintain their wells which includes proper decommissioning for winter (when appropriate) and notification prior to initial operation in the spring.

**PROCEDURES:**

**When to Contact EHS**

Contact EHS at 647-1143 to report suspected, apparent, confirmed, or exposed cases of waterborne illness or water contamination.

Contact EHS for water sampling each spring after starting the water supplies for wells that are decommissioned during the winter.

Contact EHS for routine sampling requests for UMHS and the Dental School.

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## **INTERNAL EHS PROCEDURES:**

### **Pool Water Sampling**

On a monthly basis, water from each MDEQ licensed public swimming pool will be collected and sent to an approved laboratory for analysis of total coliform and heterotrophic plate count. The water quality must meet the parameters set forth in the Michigan Public Health Code, 1978 PA 368, Article 12 Part 125 Public Swimming Pools. If the water quality exceeds those parameters contact the certified pool operator to discuss a course of action which may include pool closure until the water quality has been determined to be safe for swimming.

### **Type II Drinking Water Wells**

The University of Michigan owns Type II wells with both seasonal and year-round operations. The following locations have wells that are considered Type II water wells.

- Radrick Farms Golf Course Clubhouse – 4875 Geddes Rd, Ann Arbor
- University of Michigan Golf Course Comfort Station #1 (near Main St) – 500 E. Stadium Blvd, Ann Arbor, MI 48104
- University of Michigan Golf Course Comfort Station #2 (near Varsity Tennis) - 500 E. Stadium Blvd, Ann Arbor, MI 48104

Seasonally operated Type II wells and water supplies will be evaluated according to the [Seasonal Public Groundwater Supply Handbook](#). [The Start-Up Certification for Seasonal Noncommunity Public Water Supply](#) forms will be completed and submitted to the Washtenaw County Noncommunity Water Supply Coordinator prior to operating the well.

All Type II drinking water wells will be sampled according to the sampling site plan at a frequency determined by the Washtenaw County Noncommunity Water Supply Coordinator.

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### **Type III Drinking Water Wells**

Type III wells serving the University of Michigan include rental housing units, research labs and work place water supplies. The following locations have wells that are considered Type III water wells.

- 2224 N. Dixboro Rd, Ann Arbor, MI 48105
- 2615 Gale Rd, Ann Arbor, MI 48105
- Edwin S. George Reserve – 5650 Doyle Rd, Pinckney, MI 48169
  - Caretakers House
  - Camburn Lab (Used for housing not laboratory space)
  - Hill ‘N Dale House
  - Pond Lab
- Kraus Building – 830 N. University, Ann Arbor, MI 48109
- Newcomb Tract House – 8420 Strawberry Lake Rd, Dexter, MI 48130
- Radrick Farms Golf Course Caretakers House – 4875 Geddes Rd, Ann Arbor, MI 48105
- Saginaw Forest Cabin – 3900 Liberty Rd, Ann Arbor, MI 48103
- Stinchfield Woods Caretakers House – 9401 Stinchfield Woods Rd, Pinckney, MI 48169
- University of Michigan Golf Course Maintenance Building - 500 E. Stadium Blvd, Ann Arbor, MI 48104

On an annual basis, the EHS sanitarians will sample all Type III drinking water wells for the following parameters:

- Total Coliform
- Nitrates

In the event the water samples exceed the drinking water standards, sampling and mitigation procedures will follow those for Type II drinking water wells.

### **Waterborne Illness or Contamination**

The EHS sanitarians must receive reports of suspected, apparent, confirmed, or exposed cases of waterborne illness and water contamination. The best contact is by phone to assure the information is received. Based on the information obtained during the investigation, decisions will need to be made regarding the continued use of particular water fixtures and the necessary notifications to be made.

Notifications must immediately be made in the event of a suspected case of waterborne illness or deliberate contamination:

- OH&S Manager
- EHS Executive Director

EHS will evaluate the situation to determine a course of action. Procedures during the course of action will include the following.

- Collect water samples for water quality analysis.

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- Submit all water samples to a certified laboratory for analysis.
- Interpret the sample results and disseminate the information to the appropriate persons.
- Lock out fixtures that exceed the maximum contaminant level (MCL) for contaminants listed in the National Primary Drinking Water Regulations.
- Identify and execute a plan for remediation of contaminated water supplies or swimming pools.
- Evaluate completed remediation for safety.
- Prepare a report summarizing the findings of the investigation, test results, and any corrective action(s) necessary to protect the public health. The report will be issued to the EHS Director, all affected persons, director and management staff of the affected University departments, and any regulatory agency with involvement in the investigation.

The bottles for collecting water samples are located in the Equipment Room #1583 in the Campus Safety Services Building (CSSB). The chain of custody forms are in the water quality filing cabinet located in the sanitarian cubicle. The appropriate reference material for water sampling can be found in the water sampling cabinet and the reference material listed in this guideline.

#### **UMHS Water Sampling**

On an annual basis water will be sampled from a predetermined set of buildings operated by the Director of Facility Maintenance, University of Michigan Hospital Facilities Administration. A hot water sample and a cold water sample will be taken from one fixture in the building.

The water will be sampled for the following parameters:

- Total dissolved solids (TDS)
- pH
- Chlorine concentration
- Chemical oxygen demand (COD)
- Total coliform
- Lead (Pb) – cold water only
- Copper (Cu) – cold water only

If water quality were to exceed the parameters set forth by the [National Primary Drinking Water Regulations](#), a plan for further sampling and protection of the consumer would be determined.

#### **Dental School Water Sampling**

Upon request from each dental school program, water will be sampled from the water lines serving the patient chairs. The water will be sampled for heterotrophic plate count (HPC) to determine if it exceeds the parameters set by

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the Centers for Disease Control for [infection control in a dental care setting](#). If water quality exceeds the recommended 500 colony forming units per milliliter (CFU/mL), the dental program liaison will be notified and a corrective course of action will be recommended.

**TECHNICAL  
SUPPORT:**

All referenced guidelines, regulations, and other documents are available through EHS (647-1143).



