

# Collect the Private Water Well Sample

## Total Coliforms/E. coli Test



- **Select the faucet from which the sample will be collected.**

It is recommended that the sample be collected from a faucet as close to the well as possible, but not a kitchen or bathroom faucet. The selected tap should not have a leaky valve stem, screw-on vacuum breaker or swivel faucet.

- **Wipe the faucet with a CLEAN household towel to remove any debris. DO NOT flame the tap or use any other cleaning agent.**



Turn your cold water all the way on and let it run down the drain for 3 minutes.

1. **At the end of 3 minutes, turn the water down to a low stream.**
2. **Pick out the clear bottle from the kit and remove the plastic seal.**
3. **There is a white powder residue or clear liquid inside the bottle.**  
DO NOT rinse the bottle.
4. **With clean hands, take off the cap.**  
Do not touch the inside of the cap or bottle.
5. **Fill the bottle directly from the faucet.**  
Fill up to the 100 mL line on the bottle. Be careful not to under fill the bottle. If overfilled, do not pour out. Overfilled samples will not be rejected.
6. **Put the cap back on.**  
Close finger tight to make sure it doesn't leak.



# Fill out the Sample Form

## The following information must be included on the Lab form:

\*Print firmly with blue or black ball point pen only. Do not use pencil or white out.

- Name, street address and parish where the sample was collected
- Email address and phone number
- Name of individual who collected the sample
- Date collected
- Time collected (in military time, for example, 1:00pm is 1300 hours)
- Point of Collection
- Type of supply: #5, private supply

\_\_\_\_ of \_\_\_\_\_ Project Code 200

LOUISIANA DEPARTMENT OF HEALTH,  
OFFICE OF PUBLIC HEALTH LABORATORIES,  
WATER MICROBIOLOGY  
**LABORATORY REQUEST AND REPORT FORM**  
BOLD PRINT INDICATES REQUIRED INFORMATION.  
INCOMPLETE INFORMATION MAY CAUSE SAMPLE REJECTION.

RECEIVED BY: \_\_\_\_\_  
Rec Temp: \_\_\_\_\_ °C \_\_\_\_\_ on Ice \_\_\_\_\_ RT

Name of Supply John Doe E-mail John.Doe@email.com  
Address 123 Main Street Phone # 985-123-4567  
City Anytown State LA Zip 70000 Parish E. Baton Rouge COLLECTED BY John Doe

PUBLIC WATER SUPPLY (PWS) ID (1-7) \_\_\_\_\_ DATE COLLECTED 05/20/24 (8-12) \_\_\_\_\_ TIME COLLECTED 1425 (13-17) \_\_\_\_\_  
Mo Day Yr 24 Hour Military Time

Point of Collection (POC) ID and POC Location Description \_\_\_\_\_  
Well Faucet (18-21) \_\_\_\_\_

TYPE OF SAMPLE Drinking Water Program  
1. Routine Replacement 2. Repeat - Upstream Tap 3. Repeat - Downstream Tap 4. Repeat - Additional Tap 5. Private Supply 6. Other (Describe in Comments) 7. Special 8. Triggered Ground Water 9. Confirmation

1. Investigational (New Facility, etc.) 2. Soil Water Advisory 3. Storm-Soil Water Advisory 4. Other (Describe in Comments) 5. Private Supply 6. Other (Describe in Comments) 7. Special 8. Triggered Ground Water 9. Confirmation

Source Water Turbidity (NTU) \_\_\_\_\_ Disinfectant Residual \_\_\_\_\_ Total gpm \_\_\_\_\_

LABORATORY USE ONLY

MMO-MUG Total Coliform P/A \_\_\_\_\_ MMO-MUG E. coli P/A \_\_\_\_\_  
0. Not Found \_\_\_\_\_ (40) 1. Present \_\_\_\_\_ (40) 0. Not Found \_\_\_\_\_ (90) 1. Present \_\_\_\_\_ (90)

MMO-MUG Total Coliform MPN \_\_\_\_\_ MMO-MUG E. coli MPN \_\_\_\_\_  
MPN / 100 ml MPN / 100 ml

Multiple Tube Fermentation Total Coliform MPN \_\_\_\_\_ Multiple Tube Fermentation E. coli MPN \_\_\_\_\_  
MPN / 100 ml MPN / 100 ml

Standard Plate Count / 1 ml \_\_\_\_\_ Other Tests \_\_\_\_\_

Remarks \_\_\_\_\_

Date Analyzed: \_\_\_\_\_ Time Analyzed: \_\_\_\_\_ Analyst: \_\_\_\_\_ Reviewed By: \_\_\_\_\_

LABORATORY COPY Sample No. **S1542977**  
**S1542977**

DETACH AND PLACE NUMBERED TAG ON SAMPLE BOTTLE CAP

## Final Bottle Preparation:

1. Use a permanent marker to write the S# underneath the 100 mL line.
2. Remove the S# strip from the bottom of the Lab form and stick it on top of the sealed bottle cap.
3. Samples must be received for testing within 30 hours of collection time.
4. Testing on Mondays through Thursdays only, no weekends, holidays or days before a holiday.
5. See below for the link for sample drop off locations, days and times:  
<https://www.la.egov.com/ldh/privatewell/Home/AllDropOffLocations>
6. Results will be available within 24 hours of lab receipt and emailed to the email submitted.

