



Reporting of Sample Analytical Results from outside Laboratories to Nebraska's Safe Drinking

Requirements:

1. All sample analytical results must be provided to the Monitoring and Compliance Program of the NHHS Environmental Health Services Section. As part of the laboratory certification process, DHHS Environmental Health Services will provide to the laboratory a customized software tool (MS Access database application) which the laboratory must then use to process the sample analytical results. The purpose of the software tool is to allow the laboratory to input the data into the database application, which can then output the data into a CSV-formatted data file. The lab will then need to submit the data file to DHHS via a website. For this complete process the laboratory will need to have: a personal computer with Microsoft Windows (version 7 or newer), MS Office with MS Access version 2007 or newer, and access to the Internet. For questions on these requirements, contact David Fox at 402-471-0785 or david.fox@nebraska.gov.
2. Before this agreement becomes effective, the outside laboratory must demonstrate its capability to provide sample analytical results data in SDWIS format as specified in #1 to the satisfaction of the Monitoring and Compliance Program of the Environmental Health Services Section.
3. If changes to the SDWIS reporting requirements of sample analytical results become effective, the outside laboratory agrees to implement the changes immediately.
4. Sample analytical result data rejected by SDWIS will be corrected and resubmitted within three working days of the outside laboratory notification by the Monitoring and Compliance Program.
5. The Monitoring and Compliance Program reserves the right to require the outside laboratory to demonstrate its capability in #2 again if data is repeatedly rejected by SDWIS.

6. If the outside laboratory becomes unable to provide sample analytical results data in electronic files as specified by the process in #1 to the satisfaction of the Monitoring and Compliance of the Environmental Health Services Section, then there is cause to terminate this agreement.
7. Upon realization of any total coliform positive or Fecal/E. Coli positive sample, the outside laboratory will immediately fax (402.471.6436), e-mail (sherry.wirth@nebraska.gov) or telephone (402.471.2541) the Monitoring and Compliance Program.

Internet e-mail capability is required to comply with the above requirements.