

**1. WHEN SAMPLING, BRING ICE IN SEALED BAGS TO CHILL SAMPLES DURING SAMPLE COLLECTION.**

2. The sampler will receive the following sample kit from our lab:

Bottle Label	# of Bottles	Size	Bottle	Preservative
@UCMR3 539	3	500mL	Amber glass with PTFE-lined screw-caps ( <b>no round label on bottle</b> )	40mg of Sodium thiosulfate and 33mg of 2-Mercaptopyridine-1-oxide sodium salt (sodium omadine)
@UCMR3 539 TB	1	500mL	Amber glass with PTFE-lined screw-cap ( <b>round white label on bottle</b> ) plus hormone free reagent water	40mg of Sodium thiosulfate and 33mg of 2-Mercaptopyridine-1-oxide sodium salt (sodium omadine)
@UCMR3 539 FB	1	500mL	Amber glass with PTFE-lined screw-cap ( <b>round blue label on bottle</b> )	None
	1 pair		Nitrile gloves	

\*The sampler will receive the Trip Blank (TB) filled with reagent water and preservative.

\*\* The sampler will also receive an empty bottle labeled @UCMR3 539 FB (Field Blank) and 3 sets of preserved bottles.



**3. Put on nitrile gloves. **DO NOT HANDLE SAMPLES UNLESS WEARING THE GLOVES.****

Before collecting samples, open the @UCMR3 539 TB labeled bottle containing the preserved reagent water while at the site.



**4. Pour the preserved reagent water into the empty sample bottle labeled (@UCMR3 539 FB)**

Cap both the filled @UCMR3 539 FB bottle and the now empty @UCMR3 539 TB bottle. Ship the filled FB and the now empty @UCMR3 539 TB bottle back to the lab along with the samples.



**5. If sampling from faucet, remove the aerator and screen.**



**6. Open the tap and let the water of the sample source run at fast flow for approximately 5 minutes.**



**7. Use indelible ink (pen included in kit) to clearly identify the sample bottles with the information listed below.**

- Sample ID
- Sample source, if not already on label
- Analysis required, if not already on label
- Date and Time of collection
- Preservative used, if not already on label



**8. Slow water flow to thickness of a pencil (to minimize splashing) and fill bottle.**



9. Fill sample bottle up to **the bottom of the neck**, taking care not to flush out preservatives and making sure the mouth of the bottle does not come in contact with anything other than sample water.



10. Cap and invert the bottles at least 5 times to mix the sample with the preservative.



11. Collect sample for the other 2 sample bottles by repeating steps 9 to 10.

### **SHIPPING SAMPLES AND STORAGE**

1. If shipping samples on the same day of sampling, chill samples until at or below 10°C by exchanging the ice used during sampling with sealed bags of fresh ice.
2. **Pack chilled samples** in a cooler and add enough **FRESH** wet ice to take up 30-50% of the cooler (e.g. most of the remaining space) as recommended in our "**Wet Ice Packing Instructions**."
3. Complete Chain of Custody during sample collection. Place completed Kit Order and completed Chain of Custody in a ziplock bag in the cooler on top of packing material. The following information is required on the completed Chain of Custody.
  - Collector's name
  - Unique field sample ID (from UCMR database)
  - PWSID #
  - Facility ID # (from UCMR database)
  - Date and time of collection
  - Comments about the sample, if applicable
  - Sample type (EP, MR, or FB)
  - Sample Event Number (SE1, SE2, SE3, SE4)
4. **Ship via overnight service such as FEDEX, UPS, or DHL, etc.** Sample must not exceed 10°C during transit.
5. Samples **MUST** arrive at lab within 48 hours of sampling at or less than 10°C, greater than 0°C (not frozen)
6. **If samples are received more than 48 hours after sampling they must be at or less than 6°C, greater than 0°C (not frozen).**
7. If samples are received on the same day as collection, temperature may be greater than 10°C with evidence of cooling.
8. Maximum **HOLDING TIME FOR SAMPLES IS 28 DAYS** from time of collection. Sample extracts can be held for a maximum of 28 days.
9. Alternatively, cool the samples down by placing them **overnight** in a cooler with ice, or in a refrigerator (store chilled for at least 12 hours before packing for shipment). Maintain the samples cold until repacked in the cooler for shipment to the lab.

### **ADDITIONAL NOTES**

1. Do not composite (i.e., combine, mix or blend) UCMR3 samples.
2. Avoid contact or consumption of hormonal substances (medications, prescription drugs, etc) on the day of sampling. Wear powderless nitrile gloves (**provided with the kit**) during sampling and sample handling. Avoid breathing directly over open samples. Avoid direct contact with the sample.
3. Collect samples early enough in the day to allow adequate time to send those samples for overnight delivery to the laboratory, if not refrigerated and stored overnight before shipping.
4. Try to collect only on a Monday, Tuesday or Wednesday and ship no later than Thursday of each week, and try to **NOT** collect samples on Friday, Saturday, or Sunday unless special arrangements have been made for the receipt of samples at the laboratory within 48-hours of collection.
5. If shipping to the laboratory with **frozen gel packs**, rather than wet ice, please be sure that the gel packs have **been frozen for at least 48 hours** prior to the shipment time.
6. If in doubt, please review our YouTube sampling video at <http://www.youtube.com/user/EurofinsEaton>.