

C05A MICROBIOLOGICAL IN WATER

1.0 Sample Reception

- 1.1 All breakages and shortages must be reported within 24 hours of sample receipt. Due to sample stability, replacement samples will not be available beyond 96 hours of the shipping date.
- 1.2 Store samples at $4\pm 2^{\circ}\text{C}$, preferably in the dark. Non-diluted samples are stable for at least 96 hours after shipping date.
- 1.3 The samples are ideally tested around 20°C . If the temperature of the samples is lower than 10°C it is best to leave the samples at room temperature for about 30 minutes to an hour before testing.
- 1.4 Check that all the parameters for which you are registered are correctly identified in the PTC portal.
- 1.5 Inquiries regarding sample shipments and sample preparation may be directed to:

Ms. Esther Kwok
CMPT - UBC Pathology
T: 604-827-1754
F: 604-827-1338
email: cmpt.path@ubc.ca

cc: PT Canada, Program Officer
email: programofficer@PTcanada.org
cc: Ken Middlebrook, PT Canada
email: kmiddlebrook@PTcanada.org

Inquiries should be made by email if possible. Use the Nonconformance Form (see reverse) when sending a fax. When reporting damage upon receipt, please provide a picture of the damaged samples. Please include your PT Canada laboratory number on all correspondence.

2.0 Sample Analysis: Heterotrophic Plate Count

- 2.1 No dilution is required. Mix vial well and analyse as per the laboratory's registered method.
- 2.2 Sample concentration ranges are on an interval below approximately 1000 counts/ml.

3.0 Sample Analysis: Total Coliforms, Fecal Coliforms And *E.Coli*

- 3.1 Samples are provided as a concentrate and must be diluted 1.0 mL to 1000 mL to obtain the sample to be analyzed. Do not apply this dilution to your final reporting result. The reporting results range is typically between 20-100 CFU/100 mL. Mix vial well to dilute the 1.0 mL to 1000 mL with sterile dilution water. Mix well and analyse the diluted sample as per the laboratory's registered test method.
- 3.3 Sample concentration ranges, for the diluted samples, are on an interval below approximately 100 counts/100 ml in the diluted sample (Please refer to PAR-02 Catalogue for concentration ranges).

4.0 Reporting Results

- 4.1 Results must be reported by midnight of the study deadline in the PTC portal.

5.0 Safety

- 5.1 The PT samples are designed for use by laboratory professionals familiar with environmental samples and potentially hazardous materials.

PT SAMPLE NON-CONFORMANCE FORM

ATTENTION:

Please indicate reception date of proficiency samples_____

Please complete this form if your shipment of water proficiency samples:

<input type="checkbox"/> were received >96 hours from shipping date.
<input type="checkbox"/> were received damaged
<input type="checkbox"/> were received leaking
<input type="checkbox"/> were received incomplete, e.g., missing a sample
of water proficiency samples affected: _____ (please specify the samples affected)
Laboratory Name : _____ Lab No. _____
Laboratory Address _____
City: _____ Prov: _____ PC: _____
Name: (please print) _____ Signature: _____ Date: _____