

# **ENROLLMENT**

### Why Enroll in Proficiency Testing?

**Responsibility to your customers:** As the public becomes more knowledgeable and concerned about environmental contamination and disease, your customers are relying on you for even greater accuracy and quality in test results.

**State certification:** Many states, including Wisconsin, require successful proficiency testing (PT) participation of their environmental laboratories. WSLH Proficiency Testing is an approved provider of environmental PT samples for the Wisconsin laboratory accreditation program(s).

**Quality Assurance:** Use our samples as an integral part of your laboratory's Quality Assurance program. Successful testing can help demonstrate that your laboratory meets the quality standards demanded by your current and potential customers, as well as regulatory and accrediting agencies. It can also be used to establish/document competency among your analysts.

#### **How Do I Enroll?**

**Returning customers:** Review demographic information and products listed on your pre-printed Enrollment form. Edit form if necessary and return all pages to <a href="mailto:pts-review-edit.">pts-review-edit.</a> pts-review-edit.

**New customers:** Complete and return a New Customer Environmental Enrollment Form online at wslhpt.org. Payments or purchase orders referencing your enrollment may be submitted separately and at a later date but must reference your facility name and/or WSLH PT ID.

**Cancellation Policy:** Cancellations and/or adjustments after enrollments and orders have been processed and/or paid will be handled on a case by case basis. All requests must be submitted in writing at least 30 days prior to a scheduled shipment date to be eligible for credit. The annual enrollment fee is not refundable. Submit request in writing to <a href="mailto:pts-revice@slh.wisc.edu">pts-revice@slh.wisc.edu</a> or use the Customer Change Form at wslhpt.org.

## CONTACTS

#### **Judy Nichols**

judy.nichols@slh.wisc.edu (800) 462-5261 x56

Enrollment, PT programs, QA products, Rapid Response PT

## **WSLH Accounts Receivable Department**

ARBILL@slh.wisc.edu (800) 862-1065

Billing for WSLH PT services

#### **Graham Anderson**

graham.anderson@slh.wisc.edu (608)224-6281

Chemistry testing procedures

#### **Marty Collins (or Water Micro Group)**

watermicronotify@slh.wisc.edu (608) 224-6239

Microbiology testing procedures

#### **WIDNR**

(Wisconsin Department of Natural Resources)

DNRLabCert@wisconsin.gov

(608) 264-6006

https://dnr.wisconsin.gov/topic/LabCert

Questions about WI (state) accreditation: CHEMISTRY

#### **WI DATCP**

(Department of Agriculture, Trade, & Consumer Protection)

datcpleo@wisconsin.gov (group email copied to all 4 LEO)

Melissa Francois, LEO (608) 419-4642

Lisa Roskom, LEO (920) 360-3459

Mary Wegner, LEO (608) 844-9065

Kate Angeles, LEO Supervisor (608) 416-0244

Questions about WI certification requirements: MICROBIOLOGY

## POTABLE (WS) & NON-POTABLE WATER (WP)

### Environmental Reference Proficiency Testing

These Water Supply (WS) and Water Pollution (WP) samples meet the PT accreditation requirements for the Wisconsin DNR (WDNR) laboratory accreditation program. We will ship you the requested samples, you return results by the due date, and less than 30 days after the due date you will receive a report with assigned values, acceptable ranges and scored results. Procedure scores are transmitted to the WDNR. If you successfully analyze a sample by the approved method to match your WDNR accreditation, then you are done with that analyte/method for the year and no further action needs to be taken. If you fail any analytes then additional sample(s) will be shipped to you for the next scheduled event and your account will be automatically billed for the cost. There are 3 scheduled events per year. Additional methods (result sets) may be reported at no charge from a single sample/set with advanced notice to both WDNR and WSLH PT. Additional samples/volumes incur additional fees.

**Environmental Reference Enrollment Policy:** Due to Wisconsin accreditation requirements, enrollment in the PT program(s) will continue until your lab attains satisfactory performance for each/every expected analyte in that year. If your laboratory has not passed an(y) analyte by the close of the third/final scheduled event you may consider "Rapid Response PT", if available. If your laboratory discontinues a test, a WRITTEN cancellation request must be received by WSLH PT at least 30 calendar days prior to the next scheduled Ship date. [Note: Notify WI DNR separately of menu changes.]

Shipping Schedule ENVREF1 Ship 01/08/24 ENVREF2 Ship 03/25/24 ENVREF3 Ship 05/28/24

Due 02/02/24 Due 04/19/24 Due 06/21/24

**Survey Validated Samples** (Not to be used for accreditation): You can purchase the samples from past events individually (as available) on an "as needed" basis. These samples are useful for training new employees, competencies, instrument evaluation, method development, and practicing/checking tests that have been problematic. Labs wishing to purchase Survey Validated Samples may call (800) 462-5261 x56.

**Rapid Response PT:** If a lab has failed the first three scheduled events, forgotten to request an analyte/program by the third/final scheduled (June) event, changed a testing method and needs successful PT to begin reporting by the new method, or has subsequently expanded their in-house testing menu, they may need a Rapid Response PT event to help achieve accreditation. Labs wishing to purchase Rapid Response PT samples may call (800) 462-5261 x56 for availability, pricing, and further information.

### Quality Assurance Samples for Chemistry (Not to be used for accreditation)

You can order quality assurance samples to monitor your test procedures as part of your internal quality control. We can provide a large variety of analytes at different concentrations. These can be ordered "as scheduled" or "as needed".

**Quality Control Standards Program** (formerly Blind Standards): This verification of calibration accuracy program ships samples three times per year. Each shipment contains samples with known true values and acceptable ranges for each analyte(s). One sample per program, multiples allowed. No due dates; performance must be self-evaluated by the requesting lab.

Shipping Schedule QCSTD1 Ship 03/04/24 QCSTD2 Ship 06/10/24 QCSTD3 Ship 11/04/24

## WATER MICROBIOLOGY

## Water Microbiology Certification Samples

This program provides TEN samples per shipment, containing bacteria associated with drinking water, to be analyzed for total coliform, fecal coliform and/or E. coli BY EACH method/technique used in your laboratory for a complete public water test. Submitted to WI DATCP.

Shipping Schedule WM1 Ship 01/29/24 \*WM2 Ship 07/22/24 Due 02/09/24 Due 08/02/24

## Water Microbiology Quality Assurance Samples

Labs may purchase either one or two shipments of three known samples containing bacteria associated with drinking water. These samples are useful for demonstrating analyst competency, training new analysts or practicing tests that have been problematic. No due dates. Performance must be self-evaluated by the requesting lab.

Shipping Schedule WQA1 Ship 01/29/24 WQA2 Ship 07/22/24

<sup>\*</sup> If your lab passes WM1, you are done for the year and will not receive WM2. If your lab fails WM1, you might be enrolled for WM2 at the discretion of DATCP and your account will automatically be billed for the cost. Late enrollments that miss WM1 will be enrolled in WM2 only.

# **PRODUCTS & PRICING**

#### **POTABLE WATER (WS)**

		Certification		QC Standards	
Product Name	Analytes	ltem#	USD	Item#	USD
SDWA Cyanide	Total cyanide	PT08160	\$53	PT08370	\$159
SDWA Metals	Antimony, Arsenic, Barium, Beryllium, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Selenium, Sodium, Thallium	PT08170	\$75	PT08380	\$225
SDWA Minerals	Nitrate as N, Nitrate + Nitrite as N, Fluoride, Sulfate	PT08180	\$52	PT08390	\$156
SDWA Nitrite	Nitrite as N	PT08190	\$50	PT08400	\$150

#### **NON-POTABLE WATER (WP)**

		Certification		QC Standards	
Product Name	Analytes	ltem#	USD	Item #	USD
BOD/CBOD/COD	Biological Oxygen Demand, CBOD, Chemical Oxygen Demand	PT08000	\$57	PT08200	\$171
Chlorine	Total Residual Chlorine	PT08010	\$54	PT08210	\$162
Cyanide	Total Cyanide	PT08020	\$54	PT08220	\$162
Hardness	Hardness EDTA	PT08030	\$50	PT08240	\$150
Metals A	Aluminum, Barium, Cadmium, Calcium, Chromium, Cobalt, Copper, Hardness, Iron, Lead, Magnesium, Manganese, Nickel, Potassium, Silver, Sodium, Zinc	PT08040	\$75	PT08250	\$225
Metals B	Arsenic, Mercury, Selenium	PT08050	\$67	PT08260	\$201
Metals C	Antimony, Beryllium, Molybdenum, Strontium, Thallium, Vanadium	PT08060	\$67	PT08270	\$201
Metals D	Bismuth, Lithium, Silicon, Titanium	PT08070	\$75	PT08280	\$225
Metals E	Boron, Tin	PT08080	\$67	PT08290	\$201
Minerals	Alkalinity CaCO <sub>3</sub> , Chloride, Conductivity, Fluoride, Sulfate	PT08090	\$57	PT08300	\$171
Nitrite	Nitrite as N	PT08100	\$50	PT08310	\$150
Nutrients A	Ammonia as N, Nitrate as N, Nitrate + Nitrite as N, ortho-Phosphate as P	PT08110	\$58	PT08320	\$174
Nutrients B	Total Kjeldahl Nitrogen (TKN), Total Phosphorus	PT08120	\$51	PT08330	\$153
Oil and Grease	Oil and Grease (HEM)	PT08130	\$74	PT08340	\$222
рН	рН	PT08140	\$50	PT08350	\$150
Solids	Total Dissolved Solids (TDS), Total Suspended Solids	PT08150	\$60	PT08360	\$180

#### **WATER MICROBIOLOGY**

Product Name	ltem#	USD
Water Micro Certification Samples (price for ONE event, WM1 unless specified)	PT08460	\$331
Water Micro QA Samples (Both Events 1 and 2)	PT08420	\$176
Water Micro QA Samples (Event 1 only)	PT08430	\$88
Water Micro QA Samples (Event 2 only)	PT08440	\$88

#### **ANNUAL ENROLLMENT FEE**

Product Name	Item#	USD
Annual Enrollment Fee (administrative)	PT00100	