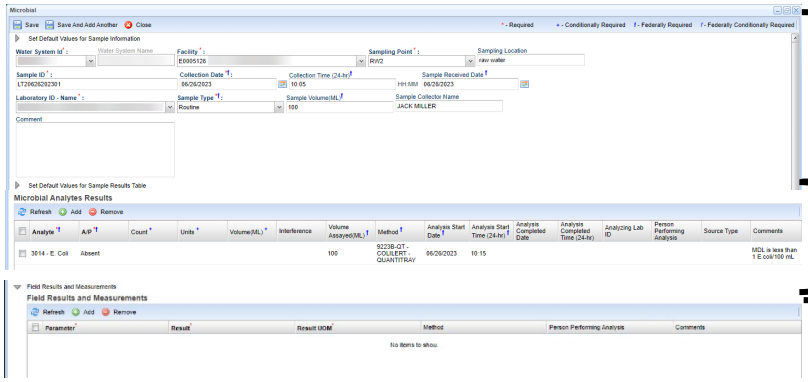
CMDP Web Entry User Guide

LT2 *E. coli* Samples (Long Term 2 Enhanced Surface Water Treatment Rule)

This guide provides instructions for submitting LT2 **E. *coli*** samples through the CMDP Web Entry form. It explains required fields, conditionally required fields, and optional fields, and includes a methods chart and completed examples.

The Web Entry form for LT2 E. coli samples has **three sections**:

1. **Sample Information**
2. **Microbial Results**
3. **Field Results and Measurements** (not.used.for.LT8.submissions)

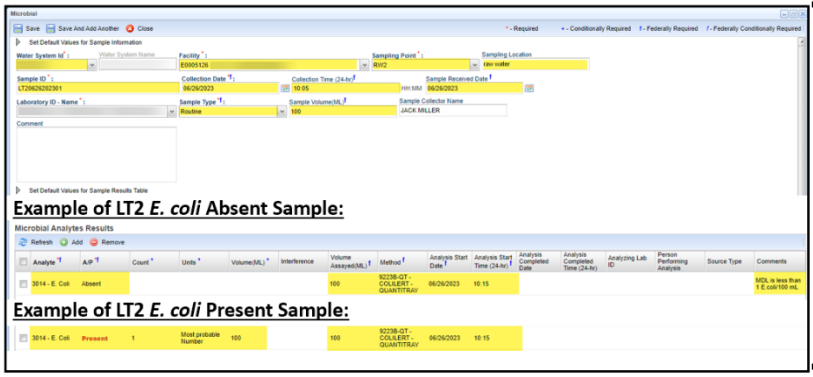


Section 1: Sample Information

Section 2: Microbial Results

Section 3: Field Results and Measurements

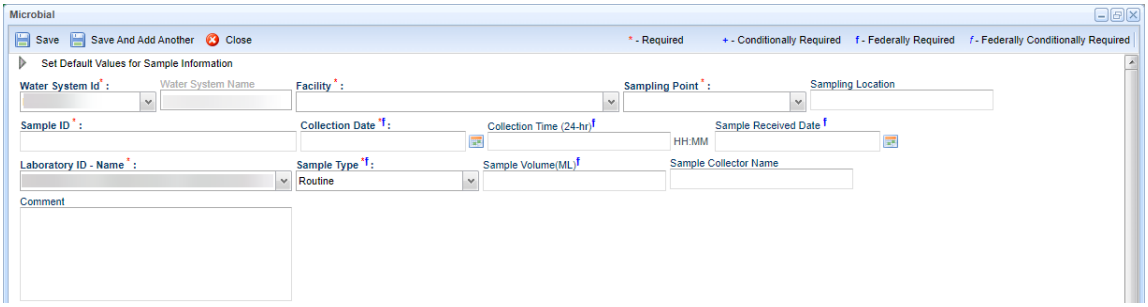
DO NOT USE FOR LT2



Section 4: Examples of a Completed Sample Submission

CMDP Web Entry User Guide

LT2 *E. coli* Samples (Long Term 2 Enhanced Surface Water Treatment Rule)



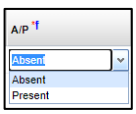
Red = Required **Blue = Conditionally or situationally required** **Black = Not Required**

1. Sample Information

- **Water System ID (PWSID):** Enter the PWS ID. The system name auto-populates.
- **Water System Name:** Auto fills based on PWSID. Verify Accuracy.
- **Facility:** Select the correct source facility:
  - Surface Water (SW) intake = "IN" code.
  - GWUDI well = "WL" code.
- **Sampling Point:** Choose the sample point linked to the intake or well.
- **Sampling Location:** Brief description of where collected (e.g., "raw water").
  - If not listed on chain of custody (COC), add "LT2" to beginning of name.
- **Sample ID:** Lab identifier (≤ 20 characters; letters, numbers, dash, underscore).
- **Collection Date:** Enter the date collected (MM/DD/YY).
- **Collection Time:** Enter the time when collected (24-hour HH:MM).
- **Sample Received Date:** Date lab received sample.
- **Laboratory ID Name**: Auto-populates.
- **Sampling Point ID:** Identifies the specific point.
- **Sample Type:** Defaults to Routine – leave as is.
- **Sample Volume (ML):** Numeric only.
- **Sample Collector Name**: Optional.
- **Comment:** Optional.

2. Microbial Results

- **Analyte:** Select **3014 E. coli.**
- **A/P:** Choose from the dropdown**:**



CMDP Web Entry User Guide
LT2 *E. coli* Samples (Long Term 2 Enhanced Surface Water Treatment Rule)

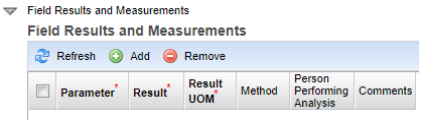
- **Count:**
  - If Absent → leave blank.
  - If Present → enter E. coli count.
- **Units:** Select **Most Probable Number** or **Colonies**.
- **Volume:** Volume of sample.
- **Interference**: Optional.
- **Volume Assayed (mL):** Volume of sample analyzed.
- **Method:** Select from the dropdown based on the approved Methods Chart.
  - Always verify your lab's certification and select the correct method from the **Methods Chart**.
  - Each analysis method is assigned a **specific reporting code** (listed in the "Report this Method in CMDP" column).
  - ⚠ Samples will be **rejected** if a method code not listed in the chart is reported.

Methods Chart	
Analysis Method Used	**Report this Method in CDMP**
9223 B Colilert-18 MPN	9223B-QT-COLILRERT QUANTITRAY
9223 B Colilert MPN	9223B-QT-COLILRERT QUANTITRAY
MF (mColiBlue 24 MPN)	M-COLIBLUE24 M COLIBLUE24

- **Analysis Start Date:** Enter when analysis began (MM/DD/YY).
- **Analysis Completed Time:** Optional if available (HH:MM).
- **Analysis Completed Date:** Not required but report if information is available (MM/DD/YY).
- **Analysis Completed Time:** Not required but report if information is available (HH:MM).
- **Analyzing Lab ID:** Required if subcontracted to another lab.
- **Analyst Name:** Optional.
- **Source Type:** Optional.
- **Comment:** For samples where E. coli is NOT PRESENT, submit the method detection limit (MDL) for the analysis through this field.

3. Field Results and Measurements

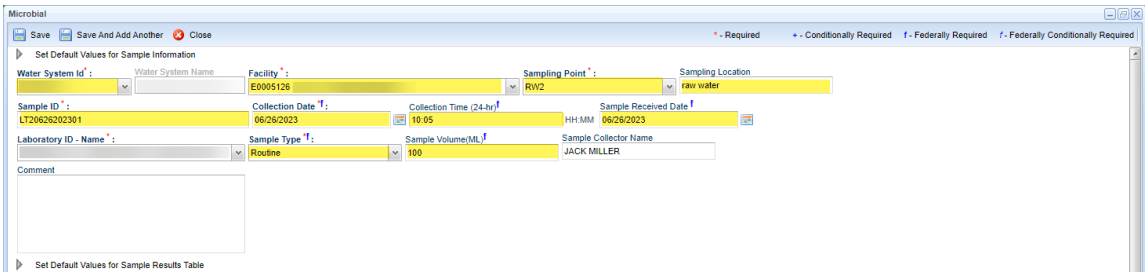
- ⚠ **Do not use this section below for LT2 samples. Leave all fields blank.**



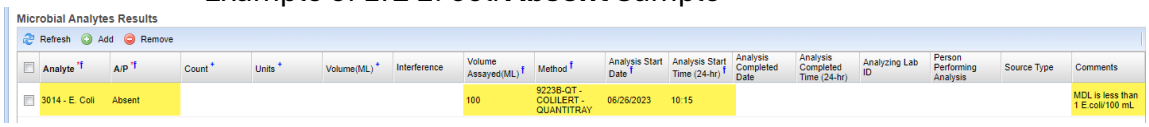
CMDP Web Entry User Guide

LT2 *E. coli* Samples (Long Term 2 Enhanced Surface Water Treatment Rule)

4. Example of Completed Sample Submission



Example of LT2 E. coli **Absent** Sample



Example of LT2 E. coli **Present** Sample

