



Bureau of State Laboratory Services
Office of Laboratory Licensure, Certification & Training

1740 W. Adams, Room 203
Phoenix, Arizona 85007
(602) 364-0720
(602) 364-0758 FAX
1-800-952-0374

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

FAX TRANSMITTAL SHEET

DATE: January 28, 2003

TO: Laboratory Director and QA Manager

FROM: Wesley B. Press, Bureau Chief

Subject: Information Update #79

PAGES: 3 (including cover)

NOTE: If any of the pages are missing, please call 1-800-952-0374, (602) 364-0734 or (602) 364-0732.

Permission to quote from or reproduce materials from this publication is granted when due acknowledgment is made.

*THIS MESSAGE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST, BY CONTACTING:
Wesley Press AT (602) 542-0357.*

The ARIZONA DEPARTMENT of HEALTH SERVICES does not discriminate on the basis of disability in administration of its programs and services as prescribed by Title II of the Americans with Disability act of 1990 and Section 504 of the Rehabilitation Act of 1973.



Bureau of State Laboratory Services
Office of Laboratory Licensure, Certification & Training

1740 W. Adams, Room 203
Phoenix, Arizona 85007
(602) 364-0720
(602) 364-0758 FAX

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

Technical Support Hot-Line 1-800-952-0374
E-mail: pachary@hs.state.az.us
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>

Information Update
January 28, 2003
Update #79

1. The two workshops mentioned in Information Update #78 have been confirmed.

There will be two sessions offered for each of the workshops. The limit on the number of participants for each session is approximately 20-25 people. "How to Properly & Scientifically Integrate Chromatographic Responses for Environmental Samples", previously called "Manual Integration Training Course", will be offered on March 4 and 6, 2003, "Detecting and Correcting Inappropriate Laboratory Practices" will be offered on March 5 and 7, 2003. Mr. Jack Farrell of Analytical Excellence, Inc. will present the workshops. Two technical associates versed in laboratory practices and analytical software will accompany Mr. Farrell.

Please complete the appropriate registration form and fax it to the attention of David Winters or Prabha Acharya at (602) 364 - 0758. For questions, contact us at (602) 364-0732 or (602) 364-0734.

2. If you have any questions regarding the Information Updates, or if you have any technical questions that need clarification, please call or send e-mail to Prabha Acharya, Program Manager, Technical Resources and Training, at the Laboratory Licensure numbers/address. Copies of the Information Updates can now be found at our internet address:
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>

Supplement Registration (2/19/03)

Proper Integration of Chromatographic Responses

Registration fee: \$250.00



*Bureau of State Laboratory Services
Office of Laboratory Licensure, Certification & Training*

1740 W. Adams, Room 203
Phoenix, Arizona 85007
(602) 364-0720
(602) 364-0758 FAX
1-800-952-0374

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

FAX TRANSMITTAL SHEET

DATE: July 18, 2003

TO: Laboratory Director and QA Manager

FROM: Wesley B. Press, Bureau Chief

Subject: Information Update #80

PAGES: 6 (including cover)

NOTE: If any of the pages are missing, please call 1-800-952-0374, (602) 364-0734 or (602) 364-0732.

Permission to quote from or reproduce materials from this publication is granted when due acknowledgment is made.

*THIS MESSAGE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST, BY CONTACTING:
Wesley Press AT (602) 542-0357.*

The ARIZONA DEPARTMENT of HEALTH SERVICES does not discriminate on the basis of disability in administration of its programs and services as prescribed by Title II of the Americans with Disability act of 1990 and Section 504 of the Rehabilitation Act of 1973.



Bureau of State Laboratory Services
Office of Laboratory Licensure, Certification & Training

1740 W. Adams, Room 203
Phoenix, Arizona 85007
(602) 364-0720
(602) 364-0758 FAX
Technical Support Hot-Line 1-800-952-0374
E-mail: pachary@hs.state.az.us
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

Information Update
July 18, 2003
Update #80

1. The USEPA in Cincinnati has clarified some of the requirements of method 300.0, which were not clear in the method. The following is the summary:
 - a. The Linear Calibration Range (LCR) is to determine the linear dynamic range, within which the calibration range should fall. The LCR is a part of the initial demonstration and the lab needs to repeat it whenever there is a new analyst, a major repair is done or a new instrument is purchased.
 - b. The calibration curve consists of 3 standards at a minimum.
 - c. The curve is verified daily with a blank and an Initial Performance Check solution (IPC) and should be within 10%. If the Check is not within 10%, the curve must be repeated.
 - d. The IPC and Laboratory Fortified Blank (LFB) are not interchangeable. An IPC is required every 10 samples, and whereas a LFB is required only one per every batch. The reason a LFB is required is because the LFB must be treated just like a sample to see if it picks up any contamination during preparation. For instance, if the sample gets filtered, the LFB must also be filtered. If the samples come in glass or polypropylene containers, the LFB must be prepped in the corresponding container.
2. It has come to our attention that some Arizona licensed laboratories are not reporting a correct value for total xylenes for a non-detect sample. For reporting total xylenes, the reporting limits of isomers must be combined. For example, if the total low calibration standard of 'm' & 'p' isomers is 0.0003 mg/L, and 'o' isomer is 0.00015 mg/L, then

the total xylenes can be reported as <0.0005 mg/L. This was confirmed by a written communication with EPA.

3. The electronic version of environmental licensure application form can now be downloaded from the ADHS website: <http://www.hs.state.az.us/lab/license/env.htm>
4. For clarification purposes, the Arizona licensure program has developed a policy on calibration. This policy explains the calibration requirements specified in the licensure rules:

Arizona Department of Health Services - OLLCT Instrument Calibration Policy

If an ADHS approved analytical method specifies a specific model for instrument calibration, then that specified calibration model is the only calibration model that can be utilized (A.A.C. R9-14-610.A). If an ADHS approved analytical method gives specific options for instrument calibration, then any of the specified calibration models can be utilized. In both of the above cases, a different model of instrument calibration, not specified in the method, can only be used if authorized in statute or regulation by the USEPA or ADEQ and approved as a method alteration by the director of ADHS (A.A.C. R9-14-610.B). If an ADHS approved analytical method does not specify any calibration model, then the laboratory must calibrate the instrument according to the manufacturer's specifications (A.A.C. R9-14-615.C4). In all of the above cases, the laboratory must provide in the Quality Assurance Plan all general procedures for analytical instrument calibrations (A.A.C. R9-14-615.B7), have records available that demonstrate the calculations performed by the calibration model (A.A.C. R9-14-615.C5 and 617.E7) and have the calibration model being used specified in a current standard operating procedure for all licensed methods (A.A.C. R9-14-615.C3).

The laboratory must train all lab personnel about the specific calibration models that each individual is utilizing or reviewing data for (A.A.C. R9-14-616.C4b and c). This training must also document what specific aspects of each calibration model being used might compromise the data quality, rendering the data to be not scientifically valid and defensible (A.A.C. R9-14-615.A). Some of these specific aspects could include detector saturation, detector sensitivity, the calibration model not accurately reflecting the calibration points, inappropriate extension of the calibration range, weighting factors and the inappropriate dropping of mid-level calibration points without justification. In all of the above cases, the calibration model utilized cannot be used simply to avoid needed instrument maintenance (A.A.C. R9-14-615.C7).

5. There is a typographical error in the Table 2, Retention Time Data, Quantitation Ions, And Internal Standard References For

Method Analytes, in the EPA Method 525.2, Revision 2.0, 1995. In the IS Reference # column, the internal standards 2 and 3 are reversed. Please make a note of it. This was confirmed by a written communication with the USEPA, in Cincinnati.

6. A new search feature has been added to ADHS's main web page that can be used to search all the Information Updates:
<http://www.hs.state.az.us/>
7. For testing fecal coliform by SM 9221E and 9222D, for 40 CFR Part 503, Standards For Use Or Disposal Of Sewage Sludge, the holding time is 6 hours from the time of sampling. This was confirmed in a communication with an EPA wastewater information contractor.
8. Per A.A.C. R9-14-604.B and C, in-state laboratories shall submit a completed application at least 30 days before the expiration of the current license and out-of-state laboratories shall submit a completed application at least 60 days before the expiration of the current license. An application is not complete without payment of the appropriate application fee or fees and payment of the amount billed under A.A.C. R9-14-608.C.

A laboratory can lose its license if an application has not been submitted before the expiration of the current license and will need to go through the initial licensure process to be relicensed.

9. It is acceptable to include copies of Tables or Figures from the reference methods as attachments to SOPs, as an alternative to retyping.
10. For the acceptance criteria for non-SPCC and non-CCC compounds in methods 8260B and 8270C in CCV, the laboratory can use either the method acceptance criteria specified for CCC compounds ($\leq 20\%$ difference or drift) or statistically generated limits from historical data. The acceptance criteria chosen by the laboratory must be specified in the SOP for each individual compound.
11. In order to continually make improvements to the licensure program, an Inspection Appraisal Form has been developed (see attached). The inspectors will provide a copy of this form at the time of the exit interview. Please take a few minutes to fill out this form after each audit so that we can improve the auditing process. This form can be either faxed or mailed to our office.
12. If you have any questions regarding the Information Updates, or if you have any technical questions that need clarification, please call or send e-mail to Prabha Acharya, Program Manager, Technical Resources and Training, at the Laboratory Licensure numbers/address. Copies of the Information Updates can now be found at our internet address:
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>



Division of Public Health Services

*Office of the Assistant Director
Public Health Preparedness Services*

1740 W. Adams, Room 203N
Phoenix, Arizona 85007
(602) 364-0720
(800) 952-0374
(602) 364-0758 FAX

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

FAX TRANSMITTAL SHEET

DATE: October 30, 2003

TO: Laboratory Director and QA Manager

FROM: Wesley B. Press, Bureau Chief
 State Laboratory Services

Subject: Information Update #81

PAGES: 3 (including cover)

NOTE: If any of the pages are missing, please call 1-
 800-952-0374, (602) 364-0734 or (602) 364-0732.

*Permission to quote from or reproduce materials from this
publication is granted when due acknowledgment is made.*

*THIS MESSAGE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST, BY CONTACTING:
Wesley Press AT (602) 542-0357.*

*The ARIZONA DEPARTMENT of HEALTH SERVICES does not discriminate on the basis of
disability in administration of its programs and services as prescribed by Title II of
the Americans with Disability act of 1990 and Section 504 of the Rehabilitation Act of
1973.*

Disability Act of 1990 and Section 504 of the Rehabilitation Act of 1973.



Division of Public Health Services

*Office of the Assistant Director
Public Health Preparedness Services*

1740 W. Adams, Room 203N
Phoenix, Arizona 85007
(602) 364-0720
(800) 952-0374
(602) 364-0758 FAX

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

Information Update

October 30, 2003

Update #81

1. Ms. Barbara Escobar has replaced Mr. Gary Shipley as the Program Manager of the Environmental Laboratory Licensure. Barbara has worked as an auditor for the last nine years for this program and currently has been special detailed into her new position. Please direct all the future correspondence to her attention at the same address: Voice- (520) 903-1620, Fax- (520) 628-6356, e-mail-escobab@hs.state.az.us.
2. The clarification from EPA regarding item #1.d, Information Update 80: Regarding the issue of an individual LFB by container type...the intent of the LFB is to determine if the analyte is a function of the laboratory procedures used to prepare a sample (loss from adsorption or gain as a contaminant). It is, therefore, sufficient to perform one LFB per sample batch of samples if you are treating all samples the same way in the laboratory.
3. The Director approved methods and analytes:
 - A list of supplementary analytes added to the organic methods for compliance testing can be found at the following internet address:
<http://www.hs.state.az.us/lab/license/analytes03.pdf>
 - A list of supplementary methods and inorganic analytes for compliance testing can be found at the following internet address, on pages 33 and 34 of Part E of the Environmental Laboratory Licensure Application:
http://www.hs.state.az.us/lab/license/webapp_0603.pdf.
4. Biosolids- Methods approved for EPA/625/K-95/001, or 503 Sludge, rule:

The Department has approved all methods required for testing sludge in Table 13-4 of EPA/625/K-95/001. If a laboratory wishes to become licensed for any of the following methods, they will need to submit a request to add the methods to their list of parameters. The

following methods are available for sludge: Enteric viruses by ASTM D 4994-89, fecal coliforms in sludge by SM 9221 E, helminth ova by EPA/600/1-87/014, salmonella by SM 9260 D, oxygen-consumption rate (SOUR) by SM 2710 B and total, fixed & volatile solids by SM 2540 G. The Department does not have a separate licensing category for sludge/Biosolids and the methods listed will be placed in a laboratory's wastewater program. Inorganic pollutants, metals, are licensable by SW-846 methods, which are currently in the Department's rules under the hazardous waste program.

The Arizona Department of Environmental Quality contact for the Biosolids is Diane Reed, ADEQ-State Biosolids Coordinator. She can be reached at 1110 W, Washington Street, M/C 5415B-1, Phoenix, AZ 85007, Telephone (602) 771-4612.

5. Bottled Water:

For an informative website for bottled water regulations go to:
http://www.bottledwater.org/public/pdf/IBWA_Model_Code_2003_rev_Jun03.pdf

The following statute gives the Department the authority to regulate bottled water testing in Arizona; A.R.S. § 36-495 (1) "Compliance testing" means laboratory analysis of any matter, pollutant, contaminant, hazardous substance or other substance subject to regulation pursuant to: (c) Federal or state statutes and rules relating to the safety, contamination and sanitation of drinking water sold in bottles, or ice or water sold by machine or hauled and enforced by the department of health services or the United States food and drug administration.

Pursuant to A.R.S. § 36-495 (1)(c) any drinking water sold in Arizona must be tested by an Arizona licensed laboratory. The Department is currently informing bottlers that they must use a licensed laboratory for testing required by the FDA. The Department has approved SM 4500Cl-G for Chloramine analysis in drinking water. If a laboratory wishes to become licensed for any of the methods required for bottled drinking water and are not currently licensed, they will need to submit a request to add the methods to their list of parameters. The Department contact to discuss bottled drinking water concerns or questions is Gary Shipley at (602) 364-0749.

6. If you have any questions regarding the Information Updates, or if you have any technical questions that need clarification, please call Prabha Acharya, Program Manager, Technical Resources and Training, at the Laboratory Licensure numbers or E-mail, pacharya@hs.state.az.us. Copies of the Information Updates can now be found at our internet address:
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>



Division of Public Health Services

*Office of the Assistant Director
Public Health Preparedness Services*

1740 W. Adams, Room 203N
Phoenix, Arizona 85007
(602) 364-0720
(800) 952-0374
(602) 364-0758 FAX

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

FAX TRANSMITTAL SHEET

DATE: December 15, 2003

TO: Laboratory Director and QA Manager

FROM: Wesley B. Press, Bureau Chief
State Laboratory Services

Subject: Information Update #82

PAGES: 3 (including cover)

NOTE: If any of the pages are missing, please call 1-800-952-0374, (602) 364-0734 or (602) 364-0732.

Permission to quote from or reproduce materials from this publication is granted when due acknowledgment is made.

*THIS MESSAGE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST, BY CONTACTING:
Wesley Press AT (602) 542-0357.*

The ARIZONA DEPARTMENT of HEALTH SERVICES does not discriminate on the basis of disability in administration of its programs and services as prescribed by Title II of the Americans with Disability act of 1990 and Section 504 of the Rehabilitation Act of 1973.

Disability Act of 1990 and Section 504 of the Rehabilitation Act of 1973.



Division of Public Health Services

*Office of the Assistant Director
Public Health Preparedness Services*

1740 W. Adams, Room 203N
Phoenix, Arizona 85007
(602) 364-0720
(800) 952-0374
(602) 364-0758 FAX

JANET NAPOLITANO, GOVERNOR
CATHERINE R. EDEN, DIRECTOR

Information Update

December 15, 2003

Update #82

1. The sub-committee of the Arizona Environmental Laboratory Advisory Committee (ELAC) has revised the Arizona Data Qualifiers List, Revision 1.0. The new list, Revision 2.0, 11/26/03, can be found on our ADHS website:

<http://www.hs.state.az.us/lab/license/tech/infoup.htm>

Some new qualifiers have been added and some minor modifications have been made to the existing ones. One of the most notable changes is the addition of the general guidelines for use and application of the data qualifiers.

The Arizona Department of Environmental Quality requires the use of these specific data qualifiers. The Arizona Laboratory Licensure Rules R9-14-617, F.4, also require qualifying the data not obtained in accordance with the approved method and the laboratory's quality assurance plan. To comply with the ADHS rules, a lab can flag with these data qualifiers or with any other appropriate flags. For details, please see the Information Update #63 at:

http://www.hs.state.az.us/lab/license/tech/61_70/infoup63.htm

2. The CEM Corporation's "Closed Vessel Microwave Digestion of Wastewater Samples for Metals Determination" has now been Director approved. The labs using this microwave digestion procedure, for specific metals approved by this method, should request our office to add this procedure to their license. It will be added at no additional cost to the labs.
3. The digestion acids prescribed in the EPA methods 200.7 (Rev 4.4), 200.8 (Rev 5.4) and 200.9 (Rev 2.2) must be followed. The substitution of acids is not permitted.
4. The Technical Resources and Training Program is tentatively planning to have the following workshops during the month of March 2004. Mr. Jack Farrell of Analytical Excellence, Inc. (AEX) will present the workshops.
 - a. How to Properly & Scientifically Calibrate an Analytical System

- A Practical Guide to Sound Operational Practices: (8 hours; cost ~ \$ 225.00)

The course description by AEX is as follow:

"Proper calibration and calibration verification of analytical systems are critical cornerstones to the generation of accurate and reliable data. Understanding the strengths of calibration options and the limitations of computerized data systems will assure proper calibrations and efficient operational practices. This interactive course focuses on the critical importance of properly calibrating organic and inorganic analytical systems. A variety of options for calibrating and verifying calibration for instrumental and non-instrumental analytical systems are discussed along with proper practices, documentation practices, and advantages and disadvantages that are associated with different types of calibration curves. Particular attention is given to differentiating between proper and improper calibration procedures so that participants will have a clear understanding of what is acceptable practice and what is not. This training seminar provides practical, comprehensive, and invaluable guidance on understanding the principles of calibration using lecture, discussion, and small group exercise. Ample time will be allowed for questions and discussion of real life examples."

- b. Effective Internal Auditing to Meet Compliance Needs & Increase Service, Integrity & Efficiency: (4 hours, cost ~ \$125.00)
- c. Prevention through Effective Corrective Actions: (4 hours, cost ~ \$125.00)
- d. If there is enough interest, we will repeat the Manual Integration and Ethics workshops that were presented last year. For additional details on these two workshops, please see the Information Update #78 at:
http://www.hs.state.az.us/lab/license/tech/71_80/infoup78.htm

Please respond to us by fax (602) 364-0758 or by phone (602) 364-0734, before December 22, 2003, if you are interested in attending these workshops so that we can make appropriate plans.

- 5. If you have any questions, please call Prabha Acharya, Program Manager, Technical Resources and Training, at the Laboratory Licensure numbers or E-mail, pachary@hs.state.az.us. Copies of the Information Updates can now be found at our internet address:
<http://www.hs.state.az.us/lab/license/tech/infoup.htm>