

DMR-QA 38

Checklist and Schedule for DMR-QA Study 38

Deadline	Permittee	In-House and Contract Laboratories	PT Providers
MAR 23	<input type="checkbox"/> Study 38 begins <input type="checkbox"/> Send Address Verification Form to the state DMR-QA coordinator by e-mail or postal mail to confirm receipt of Study 38 Announcement <input type="checkbox"/> Notify all laboratories of DMR-QA Study 38	<input type="checkbox"/> Study 38 begins <input type="checkbox"/> Order test samples from PT Provider	
JUL 6	<input type="checkbox"/> Study 38 ends	<input type="checkbox"/> Study 38 ends <input type="checkbox"/> Send ungraded Data Report to PT Providers (include a list of all NPDES permits using your laboratory data)	<input type="checkbox"/> Study 38 ends
AUG 3			<input type="checkbox"/> Send PT Provider-graded test results, for each permit (listed by NPDES permit numbers), to: - Laboratory - State DMR-QA coordinators
AUG 17	<input type="checkbox"/> Ensure laboratories perform retests for any analytes with "Not Acceptable" test results	<input type="checkbox"/> Forward PT Provider-graded test results to the Permittee <input type="checkbox"/> Order retest samples from PT Provider for all "Not Acceptable" analyte test results. If using a WP study to satisfy corrective action, data must be reported to the PT Provider by the published WP study close date, even if it is prior to the DMR-QA deadline of October 26, 2018 .	
AUG 31	<input type="checkbox"/> Send <u>one signed copy</u> of the NPDES Permittee Data Report Form, and copies of the Chemistry/Microbiology and WET Checklists <u>for each laboratory used</u> , to the state DMR-QA coordinator	<input type="checkbox"/> Send corrective action letter including any retest results <u>as soon as possible</u> to your Permittee, if applicable	
OCT 26	<input type="checkbox"/> Submit corrective action report including retest results to the state DMR-QA coordinator, if applicable		

All materials must be sent on or before the date provided.

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