

## Communicating your Mitigation Plan

**NOTE:** This is a template to help you write a letter that informs parents and guardians of your facility's mitigation plan. This is **the third letter you will send** if any of your initial lead in water tests reveal lead levels at 2.01 ppb or greater. Be sure to also share your mitigation plan with DCFS. Fill in the blue text with specific information about your facility.

[Insert Name of your Child Care Facility]  
[Address]

[Date]

### RE: Planned Mitigation Activities

Dear [Name of Child Care Facility] community:

On [Date and Month], 2019, we tested our drinking water for lead to comply with recent Illinois regulations. Testing our drinking water for lead is important so that we can continue to provide a safe and healthy environment for your children to learn and play.

Of the [Insert Number] samples taken, [Insert Number] tested at or above 2.01 ppb, which is the level at which Illinois regulations require us to develop and implement a mitigation plan to reduce lead. Once we received these results, we immediately took action to ensure your children are provided with a safe drinking water source. We also began developing a long-term mitigation plan to address the source/s of lead in our drinking water. The details of our immediate and planned long-term mitigation actions are listed below.

#### Mitigation Plan for [Name of Child Care Facility]

Location of drinking water source testing at $\geq 2.01$ ppb	Immediate/ Interim Mitigation Action	Planned long term mitigation activity	Start date of mitigation plan	Anticipated completion date of mitigation plan	Planned retesting date #1	Planned retesting date #2
[First Floor, Men's Restroom, Left Sink]	[Took fixture out of service] OR [Installed signage indicating the fixture is not to	[Remove and replace our lead service line] AND/OR [Replace problem faucet]	[Insert date your first mitigation activity was implemented]	[Insert date when you expect to complete implementation]	[Insert first retesting date] First retesting date must occur within 6 months	[Insert second retesting date] Second retesting date must occur within 1 year of

	be used for drinking or cooking water] OR [Installed filters certified to reduce lead] OR [Instituted a manual flushing protocol to reduce lead levels] OR [Provided children with bottled water]	OR [Replace drinking water fountain] OR [Install a bottle filling station] OR [Install an automatic flushing device on our drinking water fountain] OR [Install filter(s) to reduce lead at problem faucets or fountains]		of your long-term mitigation action]	of implementing your long-term mitigation action	implementing your long-term mitigation action

*NOTE: If you discovered that your facility is connected to a lead service line, either through a physical inspection or utility record review, make note of this below and describe your follow-up plan. While inspecting for a lead service line is not required by the Illinois law, lead service lines are the largest contributor of lead in water when present so this can be a helpful step in identifying the source of lead.*

### Lead Service Line

As part of our mitigation efforts, our facility also investigated for the presence of a lead service line (LSL). A service line is a pipe that delivers water to a home or facility. These lines may be made of lead if a home or building was constructed before 1986, which is when the Safe Drinking Water Act banned the use of lead service lines. When possible, it is best practice to remove a LSL since it can unpredictably release lead particulate into drinking water.

[Through a review of historical city records] AND/OR [an inspection conducted by a licensed plumber], we determined that our facility is connected to a lead service line. [We worked with a licensed plumbing contractor to remove and replace our lead service line on (Insert Date), and to ensure appropriate flushing and water sampling was completed post replacement]. OR [Because of the significant cost involved in replacing a lead service line, our facility is making plans to replace it in the future. In the meantime, we are providing children with drinking water that has gone through an NSF-53 certified filter (this is a filter that is certified to reduce lead in drinking water)].

### How can I learn more?

As soon as [\[Name of Child Care Facility\]](#) has completed our long-term mitigation activities and follow up tests, we will notify you by letter of the results.

In the meantime, a copy of all our lead in water test results (completed to date) is posted at our facility in the [\[Insert Location\]](#). We welcome you to view these results between [\[Insert Timeframe\]](#), Monday through Friday. For more information about lead in water testing at [\[Name of Child Care Facility\]](#), please reach out to me at [\[Insert Your Phone and Email address\]](#). You can also access the following resources to learn more about lead in drinking water:

- The Department of Children and Family Service's Lead Testing of Water Resources: <https://sunshine.dcf.illinois.gov/Content/Licensing/LeadTesting.aspx>
- Illinois Department of Public Health's "Lead in Water" resource: [dph.illinois.gov/topics-services/environmental-health-protection/lead-in-water](http://dph.illinois.gov/topics-services/environmental-health-protection/lead-in-water)
- CDC's overview on lead: [cdc.gov/nceh/lead/](http://cdc.gov/nceh/lead/)
- Basic information from the EPA on lead in drinking water: [epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water](http://epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water)
- The Environmental Defense Fund's resource on the threat of lead: [edf.org/health/lead-toxic-legacy](http://edf.org/health/lead-toxic-legacy)

Sincerely,

[\[Your Name, Title, and Contact Information\]](#)