

Communicating your Test Results (version 2)

*NOTE: This is a template to help you write a letter that informs parents and guardians of your lead in water test results and the action/s you are taking (or plan to take) to reduce the risk of exposure to lead in drinking water. **This is the second letter you will send. Use this version if any of your samples came back at 2.01 ppb or greater.** Fill in the blue text with specific information about your facility.*

[Insert Name of your Childcare Facility]

[Address]

[Date]

RE: Results of Testing our Drinking Water for Lead

Dear [Name of Child Care Facility] community:

In compliance with Illinois regulations, we tested the drinking water for the presence of lead at [Name of Child Care Facility] in [Month], 2019. You cannot see, taste, or smell lead in drinking water. The only way to confirm that water contains lead is to have it tested.

Testing our drinking water for lead exposure is important so that we can continue to provide a safe and healthy environment for your children to learn and play. The Centers for Disease Control and Prevention (CDC) states that no safe blood lead level in children has been identified. Lead exposure can damage the brain and nervous system, impair development, and contribute to learning and behavior problems. Children under the age of six are most vulnerable to the detrimental impacts of lead exposure.

To best protect children's health, Illinois regulations require us to develop and implement a mitigation plan to reduce lead if any water samples come back with a lead level of 2.01 parts per billion (ppb) or greater.¹

We tested [Insert Number] fixtures at [Name of Child Care Facility] for lead. We found lead levels of 2.01 ppb or greater at [Insert Number] fixtures and have [taken these fixtures out of service] OR [installed signage to ensure the water source is not used for drinking or cooking purposes] until a long-term mitigation plan is developed.

What did we do?

We collected water samples from all drinking and food preparation sources and provided these to an Illinois EPA certified testing facility. At each drinking water fixture, we collected a first draw and a flush sample. A first draw sample tests water that is the first to come out of the tap after 6 to 18 hours of inactivity. This stagnation period allows for lead to leach from the fixture and be more easily detected if present, but also yields results that are higher than children are likely to be exposed to over the course

¹ 2 ppb is the lowest level at which the state expects all approved laboratories to be able to quantify lead in a sample

of a day. A flush sample tests water after it has run from the tap for a set period of time. We let the water run for 30 seconds before collecting our flush sample. [We also collected a sample from our automatic ice machine.] In all, we collected [X Samples] from a total of [Insert Number] fixtures at [Name of Child Care Facility].

What did we find?

Drinking water samples tested below 2.01 ppb at a total of [Number] fixtures. No additional tests or action is required at these locations. However, drinking water samples tested **at or** above 2.01 ppb at [Number] fixtures. We have listed all our test results below, including the immediate actions our facility took at locations with a test result of 2.01 ppb or greater.

Sample Location	Sample Date	First Draw Result	30 Second Flush Result	Immediate/Interim Mitigation Action
Insert sample location here, such as [First Floor Bathroom, Left Faucet]	Enter date sample was collected, such as [1/1/2019]	Insert sample result in ppb, such as [3 ppb] OR [non-detect]	Insert sample result in ppb, such as [3 ppb] OR [non-detect]	List the immediate/interim action/s you took, such as [Took the outlet out of service] OR [installed signage to ensure the water source is not used for drinking or cooking purposes] OR [Installed filters certified to reduce lead] OR [Instituted a manual flushing protocol to reduce lead levels] OR [Provided children with bottled water]

[Name of Child Care Facility] is in the process of developing a mitigation plan for those fixtures with a reading of 2.01 ppb or greater. We will notify you by letter once our long-term mitigation activities are planned and complete. We will also retest the water within at least six months and again annually until at least two consecutive tests indicate results below 2.01 ppb.

How can I learn more?

A copy of all our lead in water test results will also be 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
- CDC’s overview on lead: 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
- The Environmental Defense Fund’s resource on the threat of lead: edf.org/health/lead-toxic-legacy

Sincerely,

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