## RI Department of Health

# 2019 Application and Instructions for Certification of Analytical Laboratories:



DO NOT DUPLICATE THIS FORM
PLEASE DO NOT REMOVE ANY FULL PAGES FROM THIS BOOKLET

### **INSTRUCTIONS**

- Familiarity with the Rules and Regulations for Certifying Analytical Laboratories (R23-16.2-A/LAB, as amended, September 2012, <a href="https://rules.sos.ri.gov/regulations/part/216-60-05-5">https://rules.sos.ri.gov/regulations/part/216-60-05-5</a> is necessary before completing this application.
- Answer all questions. Do not leave blanks. Incomplete forms will be returned to you and your certificate will not be issued. Use a ballpoint pen.
- Try alternative "ELECTRONIC CERTIFIED PARAMETERS SELECTION TOOL"! (Replaces pages 5 9 of this application form). Request "Certified Parameters" from electronic table of analytes and approved test methods. Avoid manual entry, save time, store electronically. Download the tool at , <a href="http://health.ri.gov/applications/LabCertificationParametersSelectionTool.xls">http://health.ri.gov/applications/LabCertificationParametersSelectionTool.xls</a>, select Analytical Laboratories and click on "LABORATORY CERTIFIED PARAMETERS SELECTION TOOL" or contact: <a href="https://health.ri.gov">health.ri.gov</a> or call (401) 222-5600 to request a copy.
- Make your check/money order payable to "General Treasurer, State of Rhode Island". Do not send cash. Please be
  advised that you must calculate your fee based on the options you choose at the end of this form.
- Certification application materials are public records as mandated by Rhode Island law and may be made available to the public, unless otherwise prohibited by State or Federal law.
- Misrepresentations are grounds for refusal or subsequent revocation of certification.
- If you have any questions concerning this application, call the Department of Health Laboratories at (401) 222-5600.
- Return completed application to:

Certification Officer
Rhode Island Department of Health Laboratories
50 Orms Street
Providence, RI 02904

Name of Laboratory Director:	_
Name of person who completed this application:	-

	State of Rhode Island and Providence Plantations  Department of Health	
Facility Name:  Please provide the name of the facility (as known to the public) for which this certificate is being requested.	Full Name:	
Facility Location Information:  Please provide the location information for this facility.  (Published on HEALTH website).	Address Line 1  Address Line 2  Address City, State, Zip Code  Address Country  Phone:  Email Address:  Website:	· - -
Facility Mailing Information:  Please provide the mailing information for all communication regarding this certificate, if different from Facility Location Information  (Not published on HEALTH website).	Address Line 1  Address Line 2  Address Line 3  Address City, State, Zip Code  Address Country	
Facility Contact Information:  Please provide the facility. Phone, Fax and Email Information.	Contact Name: Phone Number:  Fax Number:  Email Address:	
Ownership Type: Please check ONE	☐ Corporation       ☐ Limited Liability Company         ☐ Governmental Entity       ☐ Sole Proprietorship         ☐ Partnership       ☐ Limited Partnership         ☐ Partner       ☐ Partnership	
Ownership Information:  Please provide the ownership information for the Sole Proprietorship, Partnership, Limited Partnership, Corporation, Limited Liability Company or Governmental Entity.	Name:  DBA:	

Ownership Address Information:  Please provide the contact information of the Sole Proprietorship, Partnership, Limited Partnership, Corporation, Limited Liability Company or Governmental Entity.	Address Line 1  Address Line 2  Address Line 3  Address City, State, Zip Code  Phone:  Fax:  Email Address:	
Laboratory Director:	Laboratory Director's Full Name:	
Laboratory Director's Education:  Please list highest degree earned in the chemical or biological sciences and major: (a copy of the diploma must accompany this application)	Degree: Major:	
Laboratory Director's Experience: Briefly describe the analytical laboratory experience. (Do Not attach a Resume)	Position held: Dates:  Duties:  Laboratory Name:  Address:	
	Laboratory Name:  Address:  Street  City  State  Zip  Position held:  Duties:	Code
Quality Assurance Officer:	Quality Assurance Officer's Full Name:	
Quality Assurance Officer's Education:  Please list highest degree earned in the chemical or biological sciences and major: (a copy of the diploma must accompany this application)	Do not complete the education and experience sections if the Laboratory Director acts as the Assurance Officer.  Degree: Major:	

Quality Assurance Officer's Experience: Briefly describe the analytical laboratory experience. (Do Not attach a Resume)	Laboratory Name:
	Laboratory Name:  Address: Street City State Zip Code  Position held: Dates:
Laboratory Director's Designee:	Will the Laboratory Director be present during normal laboratory operation hours? Yes No  If Yes, for how many hours per day? If No, who will the laboratory director designate to supervise  laboratory activities during his/her absence? Name:  Degree/Major: Years of analytical laboratory experience:
Laboratory Organization and Personnel	Attach an organizational chart and a list of personnel, clearly delineating qualifications, duties, and responsibilities.
Facility  Provide a floor plan, which includes square footage for each area.	Is the building a residence?
Equipment:	Attach a list of all major laboratory equipment on-site, including manufacturer, model, serial number, and condition at the time of installation (new or used).

Drinking Water Sample Collection Services:	Does your laboratory provide Drinking Water Sample Collection Services? Yes No  If yes, attach a copy of the Laboratory's Standard Operating Procedure for collecting Drinking Water Samples.
QA Plan and Proficiency Testing:	Indicate the proficiency testing programs that the lab participates in:
(IN-STATE LABS ONLY)	Attach a copy of the Quality Assurance Plan.
Out of State Laboratory Certification: (OUT-OF-STATE LABS ONLY)	Certification State:  Certification Number:  Certification Expiration Date:  Attach a copy of the current certificate(s) issued by the resident state, along with a copy of the most recent inspection report and the laboratory corrective action plan. If the resident state does not offer certification for a requested analyte, the laboratory may provide a current certificate from a NELAC state for that analyte. <u>A2LA or AIHA Certification is required for Environmental Lead Certification.</u>
TRY ALTERNATIVE "E on pages 5 – 9 of this a http://health.ri.gov/lice Parameters Selection T Listed below are the analytes the method number(s) used. I	Detions, Analytes and Methods Requested for Certification  LECTRONIC CERTIFIED PARAMETERS SELECTION TOOL". Saves time. Replaces tables application. (Requires MS Excel 2003 or newer version.) To download go a sing/water/#labs, select Analytical Laboratories and click on "Laboratory Certified Tool" or contact: Henry.Leibovitz@health.ri.gov or (401) 222-5600 to request a copy.  Or which certification is offered. Please mark with a (<) each analyte that you are requesting certification for and indicate andicate the laboratory's MDL for all potable water regulated compounds. Please note that the fee is based on the regardless of the number of analytes within the option.
Total Coliform Fecal Coliform E.Coli Heterotrophic Plate Cou	e Method Number

Option 2

	able water - organic chemis	uy - \$70.00		pot	able water - organic chemistry Co	Illiaea	
✓	Analyte	Method Number(s)	MDL	✓	Analyte	Method Number(s)	MDL
	Benzene*				Bromodichloromethane		
	1,2-Dichlorobenzene*				Chloroform		
	1,4-Dichlorobenzene*				Dibromochloromethane		
	1,1-Dichloroethene*				EDB (Ethylene dibromide)*		
	1,2-Dichloroethane* 1,2-Dichloroethene (cis)*				DBCP (Dibromochloropropane)*  Total Haloacetic Acids		
	1,2-Dichloroethene (trans)*			-	Dibromoacetic Acid*		
	1,2-Dichloropropane*				Dichloroacetic Acid*		
	Carbon Tetrachloride*			-	Monobromoacetic Acid*		
	Chlorobenzene*				Monochloroacetic Acid*		
	Ethylbenzene*				Trichloroacetic Acid*		
	Methylene Chloride*				Benzo(a)pyrene*		
	Styrene*				Di-2(ethylhexyl)adipate*		
	Tetrachloroethene*				Di-2(ethylhexyl)phthalate*		
	Toluene*				Hexachlorobenzene*		
	1,2,4-Trichlorobenzene*				Hexachlorocyclopentadiene*		
_	1,1,1-Trichloroethane*				Alachlor*		
4	1,1,2-Trichloroethane*			-	2,4-D*		
_	Trichloroethene* Vinyl Chloride*		<del>                                     </del>		2,4,5-TP (Silvex)* Aldicarb		
$\dashv$	Xylenes (total)*			-	Aldicarb sulfone		
	MTBE				Aldicarb sulfoxide		
	Bromobenzene				Atrazine*		
$\dashv$	Bromochloromethane				Carbofuran*		
	Bromomethane				Chlordane (technical)*		
	Chloroethane				Dalapon*		
	Chloromethane				Dinoseb*		
	2-Chlorotoluene				Diquat*		
	4-Chlorotoluene				Endrin*		
	Dibromomethane				Endothall*		
	1,3-Dichlorobenzene Dichlorodifluoromethane				Glyphosate*		
	1,1-Dichloroethane				Heptachlor* Heptachlor epoxide*		
	1,3-Dichloropropane				Lindane*		
	2,2-Dichloropropane				Methoxychlor*		
	1,1-Dichloropropene				Oxamyl*		
	cis-1,3-Dichloropropene				Pentachlorophenol*		
	trans-1,3-Dichloropropene				Picloram*		
	Hexachlorobutadiene				Simazine*		
	Isopropylbenzene				Toxaphene*		
	n-Butylbenzene				PCB's (as Decachlorobiphenyl)*		
_	n-Propylbenzene				PCB-1016		
	p-Isopropyltoluene			-	PCB-1221		
-	sec-Butylbenzene			-	PCB-1232 PCB-1242		
+	tert-Butylbenzene 1,2,3-Trichlorobenzene				PCB-1242 PCB-1248		
$\dashv$	1,1,1,2-Tetrachloroethane				PCB-1246 PCB-1254		
$\dashv$	1,1,2,2-Tetrachloroethane			<del>                                     </del>	PCB-1260		
$\dashv$	Trichlorofluoromethane				2,3,7,8-TCDD (dioxin)*		
	1,2,3-Trichloropropane				DCPA		
	1,2,4-Trimethylbenzene				Molinate		
	1,3,5-Trimethylbenzene				Aldrin		
	Bromoform				Butachlor		
_	Perfluoropentanoic acid				Carbaryl		
4	Perfluorobutanesulfonic acid				Dicamba		
4	Perfluorooctanoic acid				Dieldrin		
_	Perfluorononanoic acid				3-Hydrocarbofuran		
4	Perfluerabayensia said				Methomyl		
4	Perfluorohexanoic acid				Metolachlor		
$\dashv$	Perfluoroheptanoic acid				Metribuzin		
	Perfluorodecanoic acid Perfluorobutanesulfonic acid				Propachlor 1,4-Dioxane		

#### Option 3

/	Analyte	Method Number(s)	MDL
	Alkalinity		
	Aluminum		
	Antimony*		
	Arsenic*		
	Asbestos		
	Barium*		
	Berylium*		
	Cadmium*		
	Calcium		
	Chloride		
	Chromium*		
	Conductivity		
	Copper*		
	Cyanide*		
	Fluoride*		
	Hardness		
	Iron		
	Lead*		
	Magnesium		
	Manganese		
	MBAS		
	Mercury*		
	Nickel		
	Nitrate*		

✓	Analyte	Method Number(s)	MDL
	Nitrite*		
	Orthophosphate		
	Perchlorate		
	Potassium		
	Selenium*		
	Silica		
	Silver		
	Sodium		
	Sulfate		
	Thallium*		
	Total Dissolved Solids		
	Total Organic Carbon		
	Turbidity		
	Zinc		
	Bromide		
	Free Residual Chlorine*		
	Total Residual Chlorine*		
	UV254		
	DOC		
	Bromate*		
	Chlorate		
	Chlorite*		
	pH		

#### Option 4

nor	n-potable water - microbiology - \$40.00		non	-potable water - microbiology - continued	
~	Analyte	Method Number	1	Analyte	Method Number
	Total Coliform			Enterococci	
	Fecal Coliform				

#### Option 5

✓	Analyte	Method Number
	Acrolein	
	Acrylonitrile	
	Benzene	
	Bromomethane	
	Bromoform	
	Carbon Tetrachloride	
	Chlorobenzene	
	Chlorodibromomethane	
	Chloroethane	
	Chloromethane	
	2-Chloroethylvinyl Ether	
	Chloroform	
	Dichlorobromomethane	
	Dichlorodifluoromethane	
	1,1-Dichloroethane	
	1,2-Dichloroethane	

✓	Analyte	Method Number
	1,1-Dichloroethene	
	1,2-Dichloropropane	
	cis-1,3-Dichloropropene	
	trans-1,3-Dichloropropene	
	Ethylbenzene	
	Methylene Chloride	
	1,1,2,2-Tetrachloroethane	
	Tetrachloroethene	
	Toluene	
	trans-1,2-Dichloroethene	
	1,1,1-Trichloroethane	
	1,1,2-Trichloroethane	
	Trichloroethene	
	Trichlorofluoromethane	
	Vinyl Chloride	

<sup>\*</sup>Regulated compound (indicate the MDL)

#### Option 5 Continued

Analyte	Method Numbe
Xylenes (total)	
Acenaphthene	
Acenaphthylene	
Anthracene	
Benzo(a)anthracene	
Benzo(a)pyrene	
Benzo(b)fluoranthene	
Benzo(k)fluoranthene	
Benzo(g,h,i)perylene	
Bis(2-Chloroethoxy)Methane	
Bis(2-chloroethyl)Ether	
Bis(2-chloroisopropyl) Ether	
Bis(2-ethylhexyl) Phthalate	
4-Bromophenyl Phenyl Ether	
Butylbenzyl Phthalate	
2-Chloronaphthalene	
4-Chlorophenyl Phenyl Ether	
Chrysene	
Dibenz[a,h]anthracene	
1,2-Dichlorobenzene	
1,3-Dichlorobenzene	
1,4-Dichlorobenzene	
3,3'-Dichlorobenzidine	
Diethyl Phthalate	
Dimethyl Phthalate	
Di-n-butyl Phthalate	
2,4-Dinitrotoluene	
2,6-Dinitrotoluene	
Di-n-octyl Phthalate	
Fluoranthene	
Fluorene	
Hexachlorobenzene	
Hexachlorobutadiene	
Hexachlorocyclopentadiene	
Hexachloroethane	
Indeno[1,2,3-cd]pyrene	
Isophorone	
Naphthalene	
Nitrobenzene	
N-Nitrosodimethylamine	
N-Nitrosodi-n-propylamine	
N-Nitrosodiphenylamine	
Phenanthrene	
Pyrene	

Analyte	Method Numbe
1,2,4-Trichlorobenzene	
2-Chlorophenol	
2,4-Dichlorophenol	
2,4-Dimethylphenol	
2-Methyl-4,6-dinitrophenol	
2,4-Dinitrophenol	
2-Nitrophenol	
4-Nitrophenol	
4-Chlorophenol-3-methylphenol	
Pentachlorophenol	
Phenol	
2,4,6-Trichlorophenol	
Aldrin	
alpha-BHC	
beta-BHC	
gamma-BHC (Lindane)	
delta-BHC	
Chlordane (technical)	
4,4'-DDT	
4.4'-DDE	
4,4'-DDD	
Dieldrin	
Endosulfan I	
Endosulfan II	
Endosulfan Sulfate	
Endrin	
Endrin Aldehyde	
Heptachlor	
Heptachlor Epoxide	
Methoxychlor	
PCB-1016	
PCB-1221	
PCB-1232	
PCB-1242	
PCB-1248	
PCB-1254	
PCB-1260	
Toxaphane	
2,3,7,8-TCDD(dioxin)	
2,4-D	
2,4,5-TP(Silvex)	
2,4,5-T	
Dicamba	

#### Option 6

Analyte	Method Number
Alkalinity	
Aluminum	
Ammonia	
Antimony	
Arsenic	
Asbestos	
Barium	
Beryllium	
Boron	
Bromide	
Cadmium	
Calcium	
Chloride	
Chromium (total)	
Hexavalent chromium	
Cobalt	
Copper	
Fluoride	
Hardness	
Iron	
Lead	
Magnesium	
Manganese	
MBAS	
Mercury	
Molybdenum	
Nickel	
Nitrate	
Nitrite	

non	non-potable water - inorganic chemistry Continued			
~	Analyte	Method Number		
	Osmium			
	Potassium			
	Selenium			
	Silver			
	Silica			
	Sodium			
	Sulfate			
	Sulfide			
	Sulfite			
	Thallium			
	Tin			
	Titanium			
	Vanadium			
	Zinc			
	Total Cyanide			
	Kjeldahl Nitrogen			
	Oil & Grease			
	pH			
	Total Phenols			
	5-Day BOD			
	CBOD			
	COD			
	Specific Conductance			
	Total Phosphorous			
	Total Suspended Solids			
	Total Dissolved Solids			
	Total Solids			
	Total Organic Carbon			
	Total Residual Chlorine			

#### Option 7

Rad	liochemistry - \$70.00	_
Rac	Analyte	Method Number
	Cesium 134	
	Gross alpha	
	Gross Beta	
	lodine 131	
	Radium 226	

Radiochemistry Continued			
~	Analyte	Method Number	
	Radium 228		
	Strontium 89		
	Strontium 90		
	Tritium		
	Uranium		

#### Option 8

Environmental Lead - \$40.00		
✓	Analyte	Method Number
	Lead in paint	
	Lead in soil	
	Lead in dust wipes	

Fee Computation:		<u> </u>	<u>Fee</u>	Amount Owed	
Complete the fee calculation table to determine fees	1) Required Administrative Fee		\$330.00		
owed (when one or more analytes in a category are	2) Option 1 – Potable water – Microbiology	\$	\$40.00		
checked as requested for certification, the fee is owed	3) Option 2 – Potable water Organic Chemistry	\$	\$70.00		
for that category).	4) Option 3 – Potable water - Inorganic Chemistry	\$	\$40.00		
	5) Option 4 – Non-potable water – Microbiology	\$	\$40.00		
	6) Option 5 – Non-potable water - Organic Chemis	stry \$	\$70.00	<u>-</u>	
	7) Option 6 – Non-potable water - Inorganic Chem	nistry	\$40.00		
	8) Option 7 – Radiochemistry	9	\$70.00	<u>-</u>	
	9) Option 8 – Environmental Lead		\$40.00		
	Add items 1) through 9) to determine total amount or	wed:	Total Amount Ow	ed = <u>\$</u>	
FEIN Number:	Pursuant to Chapter 75 of Title 5 of the Rhode Island General Laws, as amended, any person applying for or				
(Federal Employer Identification Number)	renewing any license, permit, or other authority to conduct a business or occupation within Rhode Island must have filed all required state tax returns and paid all taxes due the state or must have entered into a written installment agreement to pay delinquent state taxes that is satisfactory to the Tax Administrator.				
Note: If you are a sole proprietor this number	If the below SSN/FEIN is missing or incorrect, please provide:				
may be your Social Security Number.	SSN/F.E.I.N. Number:	SSN/F.E	SSN/F.E.I.N. Number:		
Affidavit of Applicant	AFFIDAVIT AND SIGNATURE				
Read, sign, and date this affidavit.	This Applica	ation Mus	st be Signed		
amuavit.	I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare under penalty of perjury that my answers and all statements made by merein are true and correct. Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for denial, suspension or revocation of certification in the State of Rhode Island.  I understand that this is a continuing application and that I have an affirmative duty to inform the Rhode Island Department of Health of any change in the answers to these questions after this application and this Affidavit is signed.  I hereby declare, under penalty of perjury, that I have filed all required state tax returns and have either paid all taxes due the state or have entered into a written installment agreement with the Rhode Island Division of			nd all statements made by me ion, I hereby agree that such he State of Rhode Island.  Ty to inform the Rhode Island pplication and this Affidavit is turns and have either paid all	
	Taxation.	_			
	Signature of Authorized Person		Date of (MM/DD/	Signature YYY)	
	Printed Name of Authorized Person				
	Title of Authorized Person				
	Furnishing the SSN and/or FEIN is mandatory. The S Division of Taxation pursuant to Chapter 75 of Title S				

#### **Application Review List**

I have answered all questions and have signed the application where required.
I have enclosed ONE check/money order made payable (in U.S. funds, only) to "General Treasurer, State of Rhode Island." I have not sent cash.
I have read the Rules and Regulations for Certifying Analytical Laboratories (R23-16.2-A/LAB, as amended).
I have attached a copy of the diploma for each the Laboratory Director and the Quality Assurance Officer.
I have attached an organization chart and a list of personnel, clearly delineating qualifications, duties, and responsibilities.
I have attached a floor plan of the facility that includes the square footage for each area.
(IN-STATE LABS) I have attached a copy of the Quality Assurance Plan and have indicated the proficiency testing programs in which the lab participates.
(OUT-OF-STATE LABS) I have attached a copy of the current certificate issued by the resident state or a current certificate from a NELAC state and a copy of the most recent inspection report and corrective action plan.
For Environmental Lead Certification, I have enclosed a conv of A2LA or AIHA Certification.