



## Department of Health

**ANDREW M. CUOMO**  
Governor

**HOWARD A. ZUCKER, M.D., J.D.**  
Commissioner

**SALLY DRESLIN, M.S., R.N.**  
Executive Deputy Commissioner

June 26, 2019

Re: Upcoming 2020 Lead Testing in School  
Drinking Water Reminder

Dear Superintendent:

The New York State Department of Health (Department) would like to remind you that in accordance with Subpart 67-4 of Title 10 of the Codes, Rules and Regulations of New York State, all school districts and Boards of Cooperative Educational Services (hereafter referred collectively as "school") will be required to complete the second round of lead testing of all water outlets used for drinking and cooking. First-draw water samples need to be collected between January 1<sup>st</sup> and December 31<sup>st</sup> of 2020. As a reminder, water samples should not be collected over weekends or vacation periods.

Schools are required to report all lead testing results on their website and to the Department using the electronic reporting system, HERDS. HERDS was utilized in 2016 and is accessed through the Health Commerce System (HCS). More information and guidance related to sampling and reporting is forthcoming.

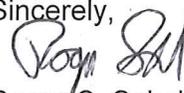
If your school(s) has conducted additional remediation to address outlets exceeding the lead action level (15 parts per billion) as part of the 2016 sampling, the results must be reported into HERDS by December 31, 2019. On December 31, 2019, all school lead reporting surveys in HERDS for the 2016 compliance period will be closed.

To avoid future reporting delays, the Department encourages schools to ensure that their HCS Coordinators and School Lead in Drinking Water Reporters are current. All HCS Coordinators and School Lead in Drinking Water Reporters must access their HCS accounts at minimum, every 180 days (6 months) to update passwords and maintain access to the system. HCS Coordinators and Reporters have up to 24 months to change an expired password. If an expired password is not updated within 24 months, the account is disabled, and the HCS Coordinator or Reporter must contact the Commerce Accounts Management Unit (1-866-529-1890) to receive a new password. In preparation for the upcoming sampling in 2020, it is imperative that schools ensure those responsible for reporting lead testing results to the Department have access to HCS.

If you have any questions or if your school(s) needs assistance adding a new HCS Coordinator or assigning the School Lead in Drinking Water Reporter role to a new staff

member, please contact us at [lead.in.school.drinking.water@health.ny.gov](mailto:lead.in.school.drinking.water@health.ny.gov) or by phone at 518-402-7650.

Sincerely,



Roger C. Sokol, Ph.D.

Director

Division of Environmental Health Protection

cc: G. Ginsberg/M. Cambridge  
D. Lang  
L. Wilson/T. Hunt/K. Wheeler  
C. Jones Rafferty/D. Ripstein  
Regional Environmental Health Directors  
Regional BWSP Field Coordinators  
R. Groff – New York State Education Department  
Local Health Department Environmental Health Directors  
Public School and BOCES Principals/Administrators  
Public School and BOCES School Lead in Drinking Water Reporters (HCS)  
Public School and BOCES HPN – HCS Coordinators (HCS)