We work with others to protect the health of the people of Washington State by ensuring safe and reliable drinking water.

Washington State Department of HEALTH

CROSS-CONNECTION CONTROL 2024 ANNUAL SUMMARY REPORT

Washington State Department of Health
Office of Drinking Water

2023 ASR Data

- All 247 systems over 1,000 connections submitted. >5 million people/>75% of population
- 1,839 high cross connection hazard facilities without premise isolation (1,668 in 2019)
- 5 systems reported not having a CCS.
- 23 Systems are Premises Isolation Only (25 in transition)
- 107 Improper Connections to WWTPs.

2023 Annual Summary Report

- All water systems are required to complete an ASR and make them available to ODW upon request.
- We require systems with 1,000 (or more) connections to report their annual CCC activities through our on-line portal.
- These 247 systems serve over 5 million people (>75% of the population) and are most likely to serve severe and high health hazard facilities.
- 100% of systems required to submit their reports did so for 2023.

CCC Historical Trends

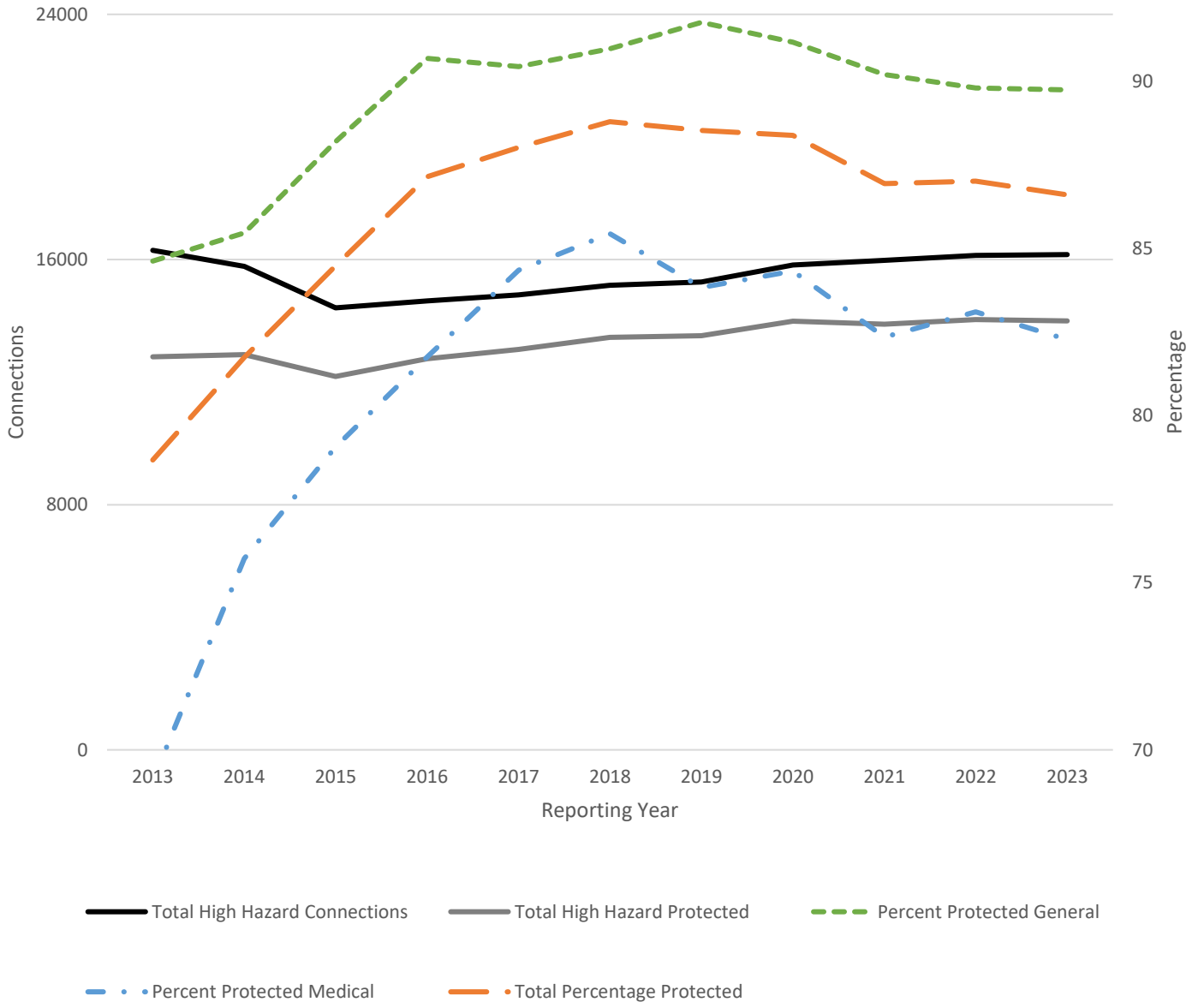
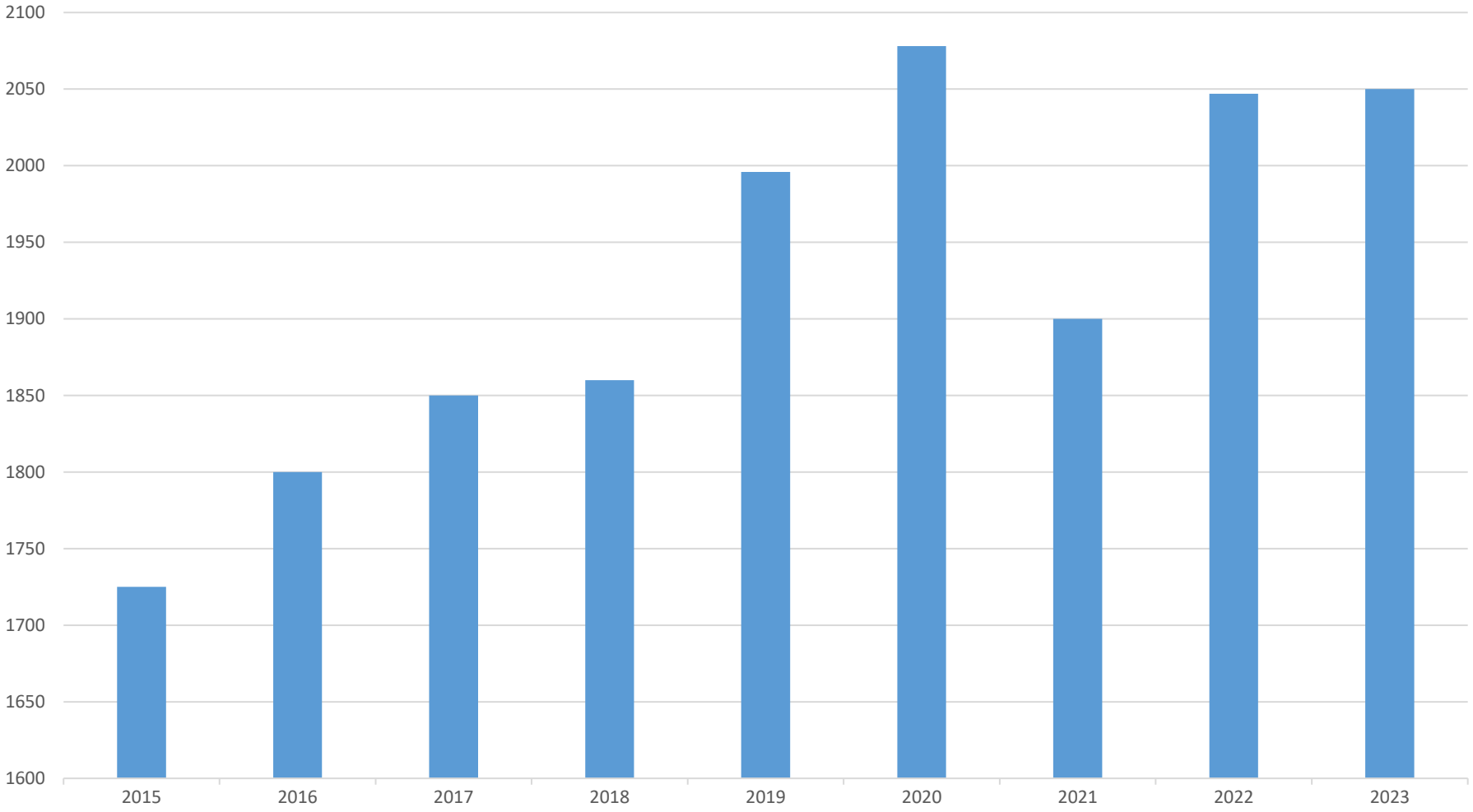


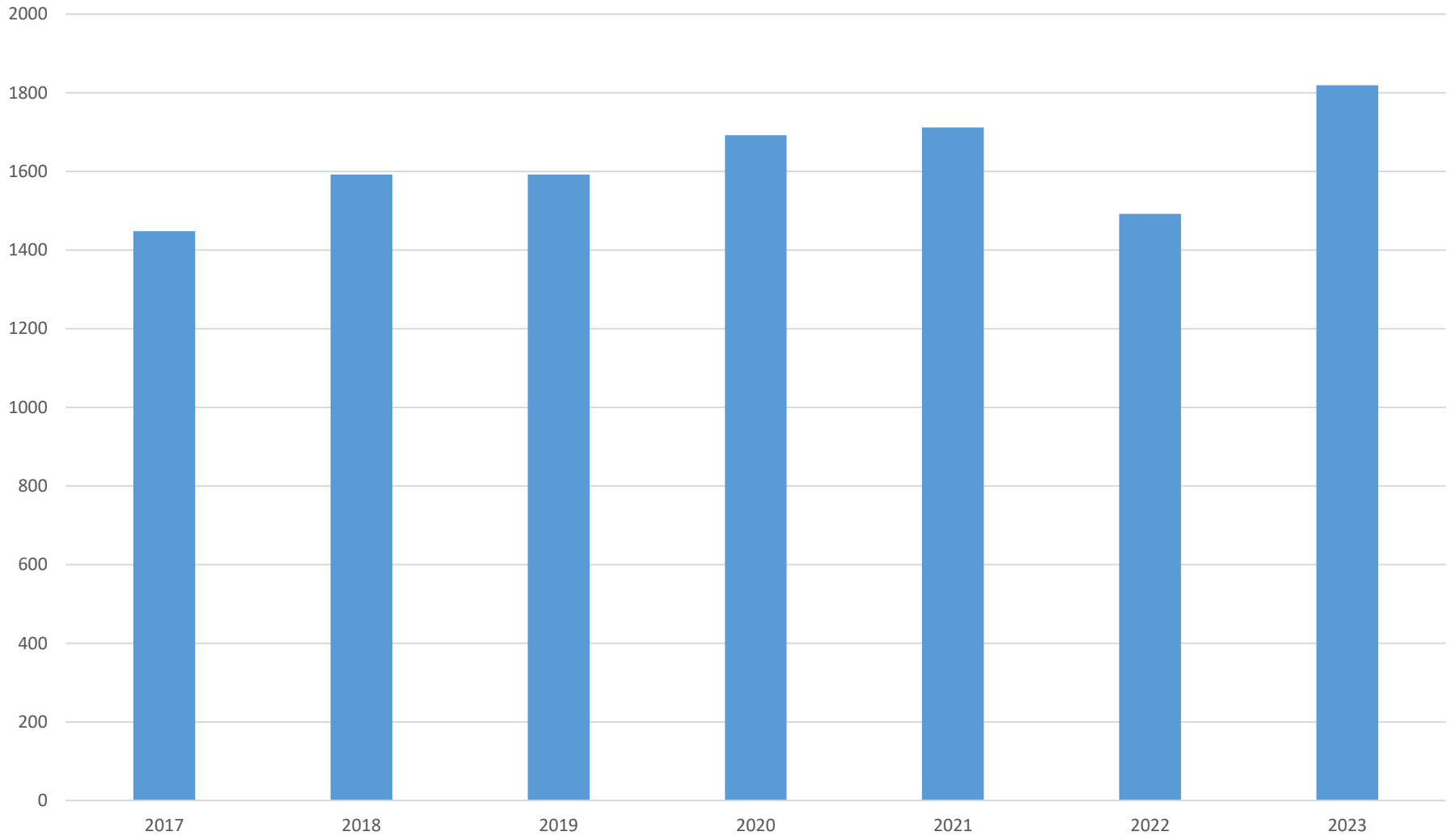
Table 4: Backflow Assembly Testing Data

Device	Total	% Tested	% Failed
Air Gap	751	41.0	4.1
RPBA	88,116	83.7	9.0
RPDA	945	68.4	8.0
DCVA	279,555	82.4	3.7
DCDA	17,262	86.0	4.5
PVBA	5,011	59.0	6.5
SVBA	485	73.4	13.8
AVB	1,192	18.9	0
2023 Total	393,317	82.31%	5.00%
2022 Total	376,417	76.11%	4.18%
2021 Total	382,412	80.10%	4.32%
2020 Total	368,176	81.62%	4.16%
2019 Total	351,849	85.66%	4.40%
2018 Total	332,884	85.31%	5.53%

Cross-connection Control Specialist



Backflow Assembly Testers



Fun Facts

- 24 systems reported performing their own backflow assembly testing.
- We expect more systems to trend in this direction as it becomes more challenging to work with customers to implement their CCC programs.
- We're looking to create a simplified ASR for smaller systems and gradually move the reporting number down to 100 or more connections

DOH CCC Data Collection

- DOH's continuing to target the largest *community* systems in Washington (1,000 or more connections)
- These public water systems
  - Serve the majority of our state's population
  - Are most likely to serve severe and high-hazard premises (Table 13)
- First collected data in 2002 (for 2001)

Purpose of CCC Reporting

- Gather **statewide** and **system-specific** CCC data
- Determine status of
  - Written CCC Program Plans
  - CCC Program implementation
- Assess backflow prevention at severe and high-hazard facilities

Annual Summary Report Data Uses

- Basis for CCC compliance
- Identify CCC Program deficiencies
- Identify guidance and training needs
- Show CCC/public health improvement trends
- Establish CCC Program direction
- Respond to questions from purveyors, legislators, customers and others

Cross-Connection Control Specialist (CCS)

- Located in Operator Certification Rule
  - WAC 246-292-033(2)
- CCS must develop and maintain purveyor's CCC records
- CCS must complete, sign, and make CCC reports available to DOH including ASRs

Public Water System (PWS) CCC Reporting

- Located in Drinking Water Rules
  - WAC 246-290-490(8)
- All PWS must complete CCC summary reports annually
- PWS must submit reports to DOH upon request
- We require systems over 1,000 connections to use our on-line reporting platform

Process and Schedule

General ASR Process

- Identify ASR systems for reporting year
  - Community systems with >1,000 total connections
  - Past ASR systems that now serve <1,000 connections
  - 247 systems met criteria
- Website automatically creates a new year on January 1st.
- Email "official" notices to ASR and WFI contacts
- Provide technical assistance and training
- CCC compliance

ASR Schedule

Date	Task
January 13	Email "official" ASR notification letter
February/March/April	Reminder emails to system that haven't submitted completed ASR
May 5	**ASR forms due (~90 days after launch)**
June	Begin ASR-related compliance activities (reporting violations)

ASR Submittal Requirements

- **All** PWS over 1,000 connections must submit
  - Annual Activities form (blue) and
  - Program Summary form (cream)
- **In addition**, systems
  - Serving Severe Health Hazard Facilities must submit gray form
  - Granting, renewing, or cancelling Exceptions must submit green forms
- **All** PWS over 1,000 connections must use the website to complete and submit forms

Blank ASR Forms Online

- For ease of data entry, many PWSs print and fill out blank forms before logging into website
- Blank ASR forms posted to:
  - Office of Drinking Water CCC webpage
  - Help link in ASR website
- ASR forms available in both Word (fillable forms) and pdf format
- Some also print previous year blue form and mark changes

ASR Website—Overview

- Import feature for previous year data
- Includes security features
- Includes resources—Quick Reference Guide, Downloads Page
- Contains data error checks within and between forms
- Requires CCS to certify ASR forms to submit to DOH

Website Access Limited for Security

- Access website by either
  - Using link in communication email (directive letter)
  - Typing address into Internet browser address field
- Unique combination of PWS ID and DOH-assigned PIN for login
- Recommend add ASR website to Internet browser "Favorites"

ASR Security Confirmation Emails

- Reduced number of email triggers
- Added "Feedback Report" to email
- Don't need to reply, but if it doesn't show, check junk/spam email folder

PWS Action	Trigger Email to
Submit Contact Information	Designated CCS/CCC Program Manager only
ASR Forms Package Certified/Submitted	Both the Designated CCS/CCC Program Manager and ASR PWS Manager
ASR Forms Package Unsubmitted	Both the Designated CCS/CCC Program Manager and ASR PWS Manager

ASR Security Session Timer

- Data entry sessions timeout after 30 minutes
  - Minutes remaining show at top of each page
- If session times out, you'll lose unsaved data
- Timer resets when
  - Change pages
  - Click Save
  - Ready to Submit
  - Any navigation buttons

ODW CCC Page

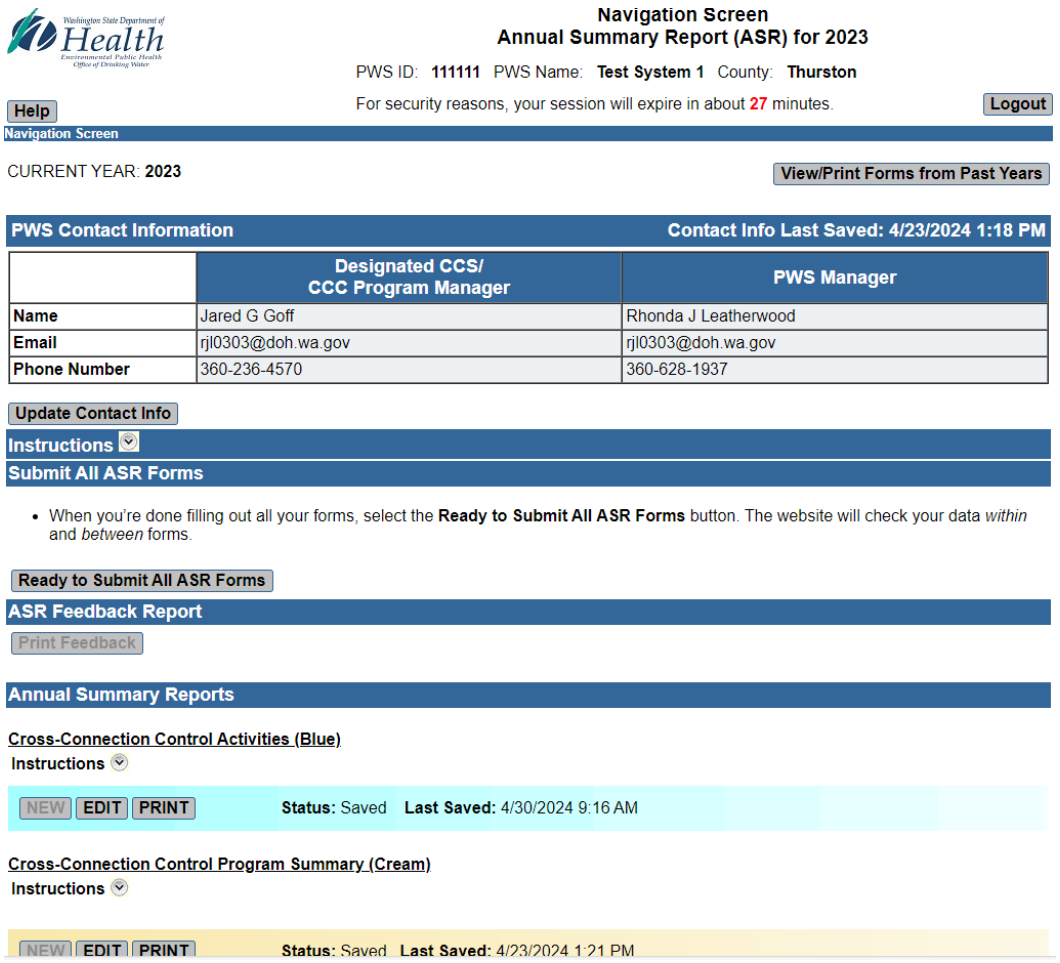
- Blank ASR forms
- Common ASR Errors
- Medical Category Information
- FAQs
- PowerPoint presentation
- ASR Help Guide

Contact Information Screen

- Must complete Navigation Screen Step 1: CCC Contact Information before other "Step" buttons become enabled
- Must pass data error checks to
  - Successfully Submit Contact Info
  - Gain access to new ASR forms (Step 2)
- DOH needs your contact info
  - To pre-populate specific fields on all ASR forms
  - For confirmation and other CCC-related emails

Navigation Screen

- Navigation ASR forms
- View/Print Forms from Past Years
- View/Print Feedback



Navigation Screen
Annual Summary Report (ASR) for 2023

PWS ID: 111111 PWS Name: Test System 1 County: Thurston

For security reasons, your session will expire in about 27 minutes.

Help | Logout

Navigation Screen

CURRENT YEAR: 2023

View/Print Forms from Past Years

PWS Contact Information — Contact Info Last Saved: 4/23/2024 1:18 PM

	Designated CCS/ CCC Program Manager	PWS Manager
Name	Jared G Goff	Rhonda J Leatherwood
Email	rjl0303@doh.wa.gov	rjl0303@doh.wa.gov
Phone Number	360-236-4570	360-628-1937

Update Contact Info

Instructions

Submit All ASR Forms

- When you're done filling out all your forms, select the **Ready to Submit All ASR Forms** button. The website will check your data *within* and *between* forms.

Ready to Submit All ASR Forms

ASR Feedback Report

Print Feedback

Annual Summary Reports

Cross-Connection Control Activities (Blue)
Instructions

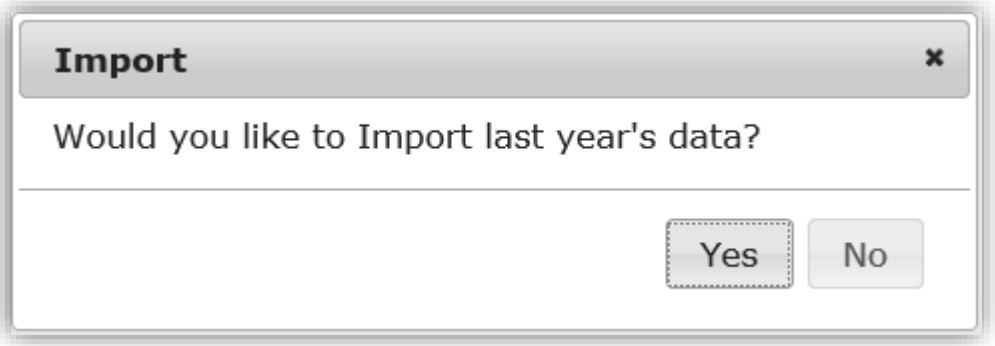
NEW EDIT PRINT Status: Saved Last Saved: 4/30/2024 9:16 AM

Cross-Connection Control Program Summary (Cream)
Instructions

NEW EDIT PRINT Status: Saved Last Saved: 4/23/2024 1:21 PM

Import Feature Pop-Up

- One-time option to import last year's data onto this year's forms
- Import pop-up displays when click New button on blue, cream, or gray forms on Navigation Screen



Grayed Out Fields

Reminder—you can't enter data into grayed out fields!

- Examples
  - Totals the website calculates for you
  - Other fields the website fills in for you
  - Fields that block entry of illogical data based on your data in a related field

ASR Forms
Save vs. Ready to Submit Buttons

- Click the Save button to save your ASR form as a draft (work in progress)
- Once you've entered all data on an ASR form, click the Ready to Submit button (triggers data checks within the form)

Ready to Submit *All* ASR Forms

- When you've completed your required ASR forms, click Ready to Submit All ASR Forms button on Navigation Screen
  - Website will check your data for errors within and between forms
  - If the Data Errors Screen displays, resolve errors
- Repeat process until ASR Forms Package Certification and Submission Screen displays

ASR Forms Package Certification/Submission Screen

- Designated CCS must certify ASR Forms Package
- Type name in certification statement box and complete both checkboxes (all required fields)
- Click Submit ASR Forms Package button
- Forms Package Submission Confirmation Screen will display with Congratulations message
- Save or print final forms for PWS records

ASR Form Comments Important

- Office of Drinking Water staff have access to all your system's ASR forms (current and past)
- We strongly encourage you to provide comments on each ASR form

ASR Form Comments Important *(Continued)*

- Include information such as
  - Explanations for data on forms
  - Changes in CCC Program status
  - Accomplishments for current reporting year
  - Goals/priorities for the next reporting year

Access Website, Login, and Contact Screen

Access ASR Website and Login

- Access ASR website Login screen at: https://test-fortress.wa.gov/doh/cccqa/CCC/Login.aspx
- Enter 6-digit PWS ID and 5-digit DOH-assigned PIN and click LOGIN button

Washington State Department of Health
Environmental Public Health
Office of Drinking Water

Cross-Connection Control (CCC) Login Screen
Annual Summary Report (ASR) for 2023

Cross-Connection Control Database Login Screen

Welcome to the CCC ASR Application
The Annual Summary Reports for 2023 are due May 01, 2024.

To log in, enter your 6-digit PWS ID and PIN (supplied by DOH) and click the **LOGIN** button.

PWS ID: [ ]

Unique PIN: [ ]

[LOGIN]

Our Quick Reference Guide provides step-by-step information on how to use the new website to certify and submit your 2023 ASR forms to DOH.

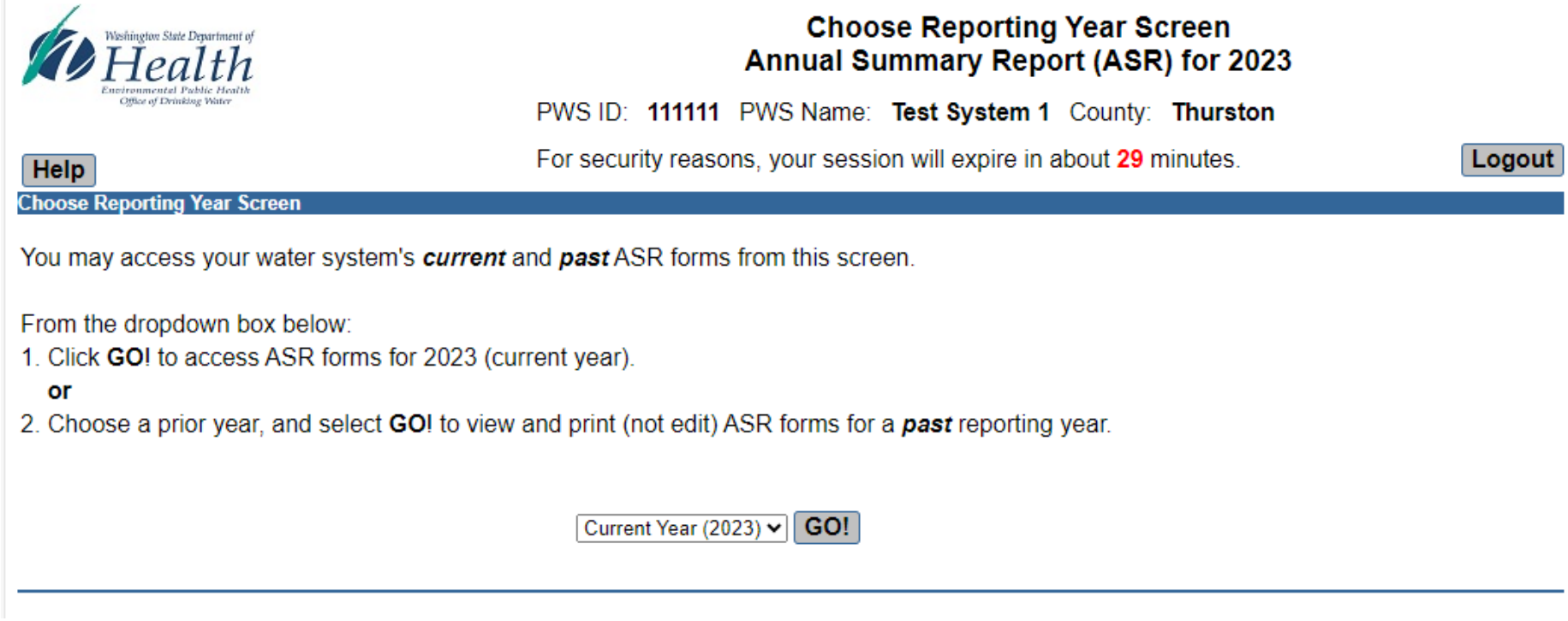
Notice

DOH considers your system's completed CCC ASR forms official public water system records. DOH:

- Uses the information you report as the basis for enforcement action; and
- Makes ASRs available to the public upon request according to public disclosure laws.

Recommended screen resolution is 1024 X 768. To adjust, click on Start, Settings, Control Panel, Display, Settings.
To adjust text size, hold down the CTRL key and depending on your browser either:

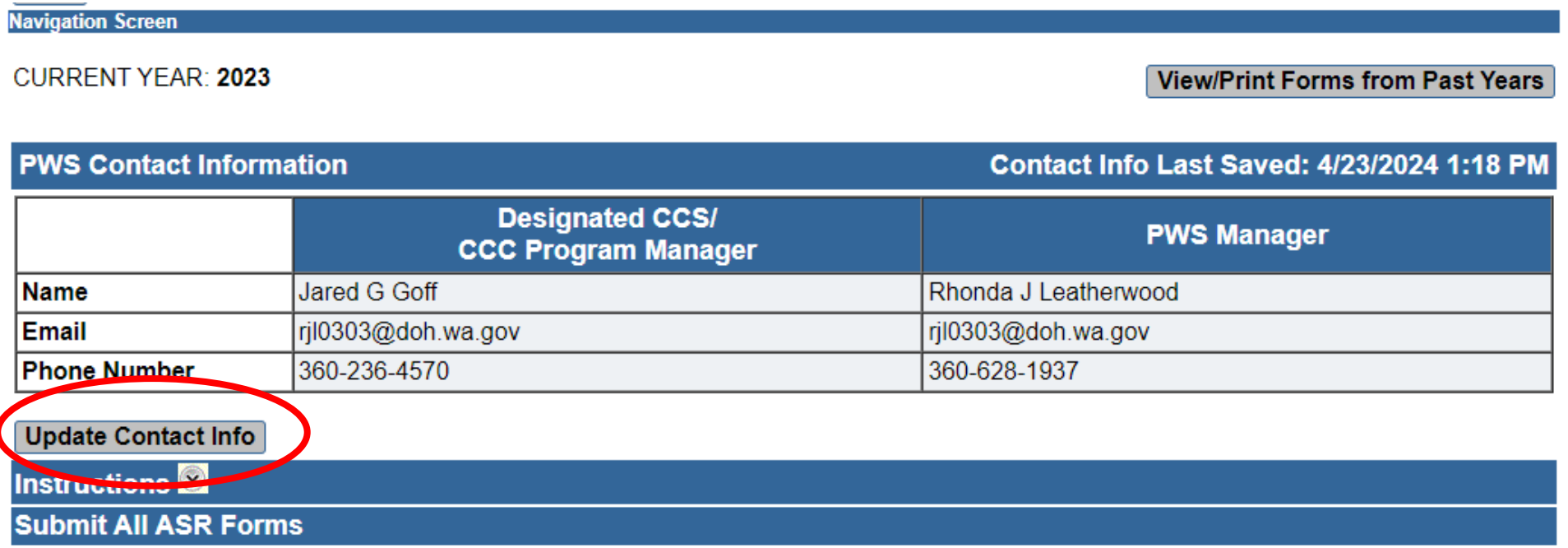
- Press "+" or "-" keys.
- Move the mouse wheel.



- Choose your reporting year
- Also view past ASR forms

Navigation Screen - Step 1

- Click Step 1: PWS Contact Info button to get to the Contact Information Screen



Complete PWS Contact Information

Washington State Department of Health
Environmental Public Health
Office of Drinking Water

Public Water System Contact Information
Annual Summary Report (ASR) for 2023

PWS ID: **111111** PWS Name: **Test System 1** County: **Thurston**

For security reasons, your session will expire in about **29** minutes.

Help | Logout

PWS Contact Info

CURRENT YEAR: **2023**

View/Print Forms from Past Years

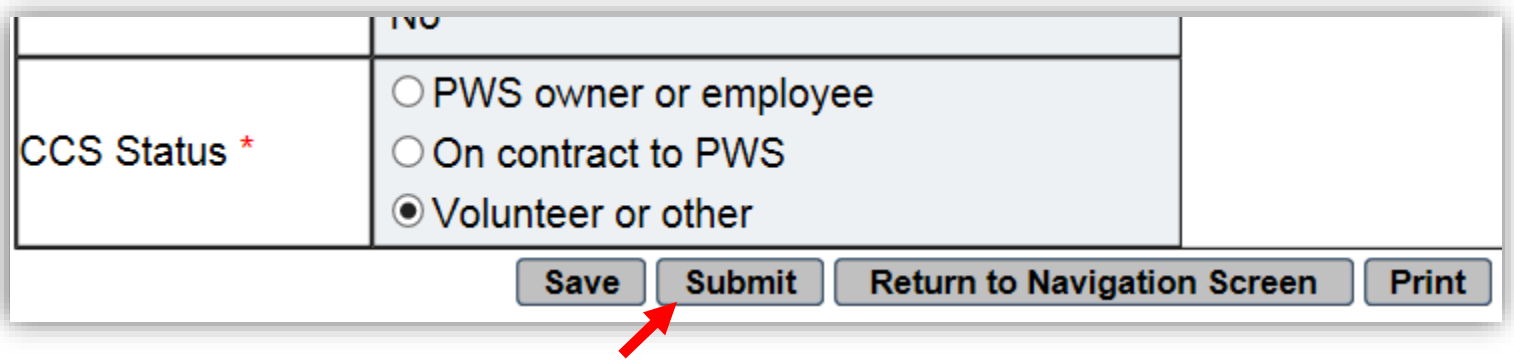
Please enter your CCC contact information below:
We use this information to populate the contact information on all ASR forms. You must complete all fields marked with an "* ".

1. Click the **Submit** button to:
   a. Trigger access (on the Navigation Screen) to **new** ASR forms for this reporting year.
   b. Display your contact information on **new** ASR forms for this reporting year.
   c. Update/change your contact information on **saved** ASR forms for this reporting year.
2. Click the **Save** button to:
   a. Save your contact information as a **"work in progress"** for this reporting year.
   b. Update your contact information ***on this screen only***. This action will **not** update your contact information on new or saved ASR forms for this reporting year.

	Designated CCS/ CCC Program Manager	PWS Manager
Position Description	The CCC Program Manager is the person: • Designated by the purveyor to be in responsible charge of the CCC program, as required in WAC 246-290-490(3)(e) and WAC 246-292-050(4). • Who manages the CCC program for the PWS and is responsible for the day-to-day implementation of the CCC program.	The PWS Manager is either the: • Person that directly supervises the Designated CCS/CCC Program Manager; or • Other manager having direct oversight of the CCC Program. In large systems, this person doesn't need to be in charge of the entire PWS.
First Name *	Jared	Rhonda
Middle Name	G	J
Last Name *	Goff	Leatherwood

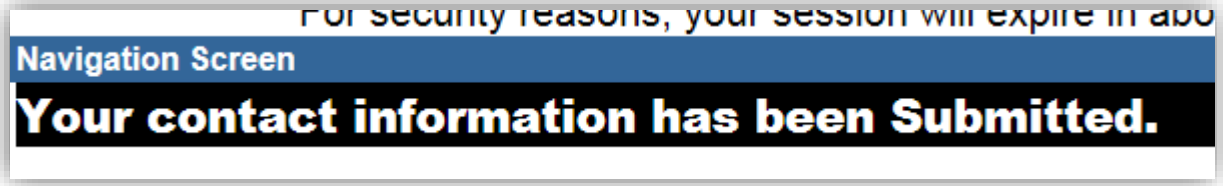
Contact Info Screen Notes—1

- Use Save to save your info as a draft (or to update the info on this screen only)
- Use Submit when you've completed all required fields on Contact Info Screen
- Note—Submit triggers the data errors check



Contact Screen Notes—2

- To successfully Submit contact info, you must:
  - Complete all required fields
  - Provide phone numbers in valid format
  - Provide matching emails in valid format
- If you pass the data error checks on Submit, the Navigation Screen will display and you'll get a confirmation message

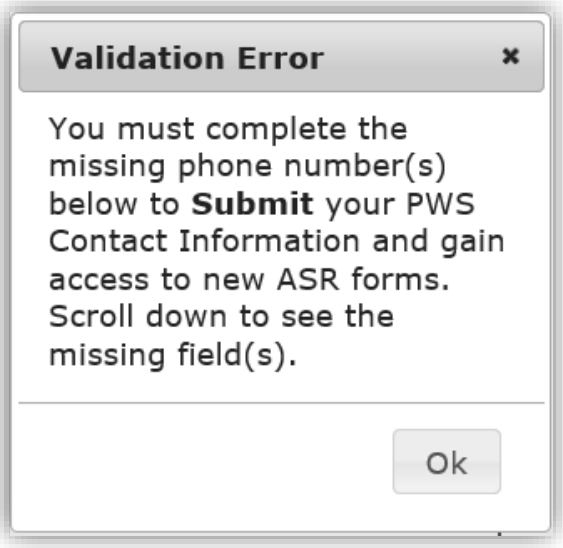


Contact Screen Notes—3

- If you fail the data error checks, you'll remain on the Contact Information Screen. You may see:

First Name *	Henry
Middle Name	
Last Name *	Required.
Job Title	CCC Program Manager
Phone * *(xxx-xxx-xxxx)*	360-23-3133 Format is XXX-XXX-XXXX
Phone Ext.	52
Email Address*	nathan.ikehara@doh.wa.gov Emails must match to Save or Submit your contact information.
Confirm Email *	Henry.Darcy@doh.ny.gov

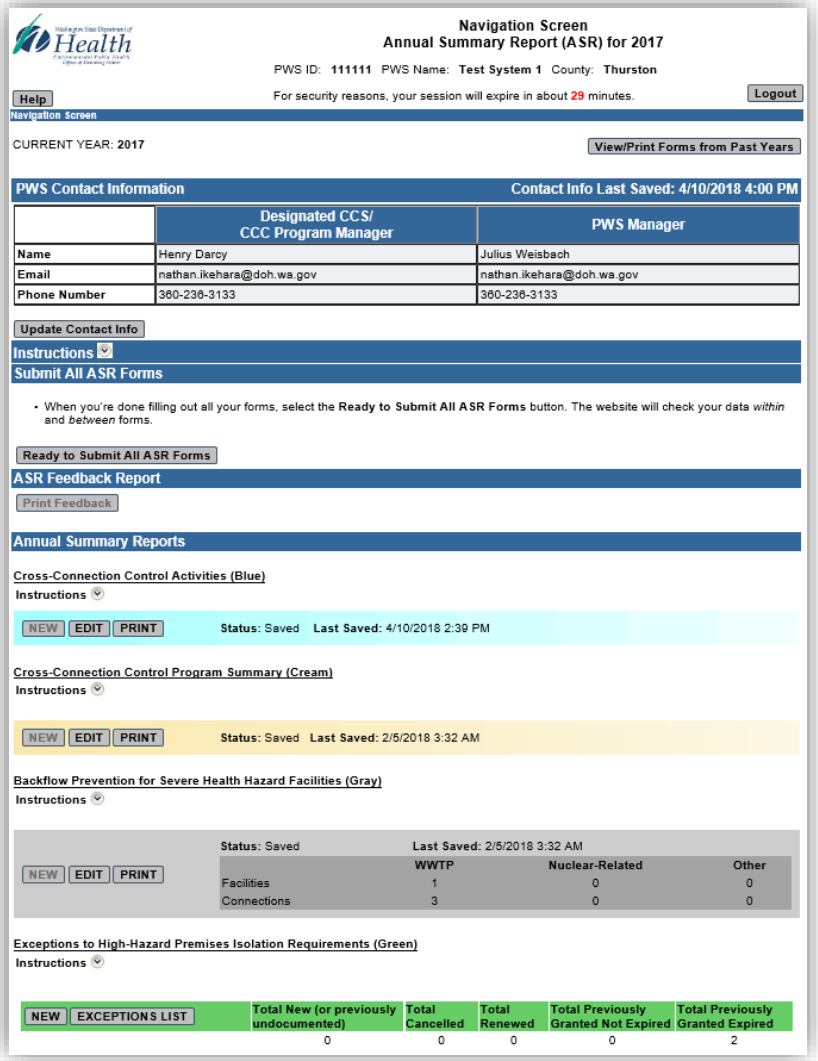
OR



- Scroll down and correct the problem fields and repeat Submit process until successful

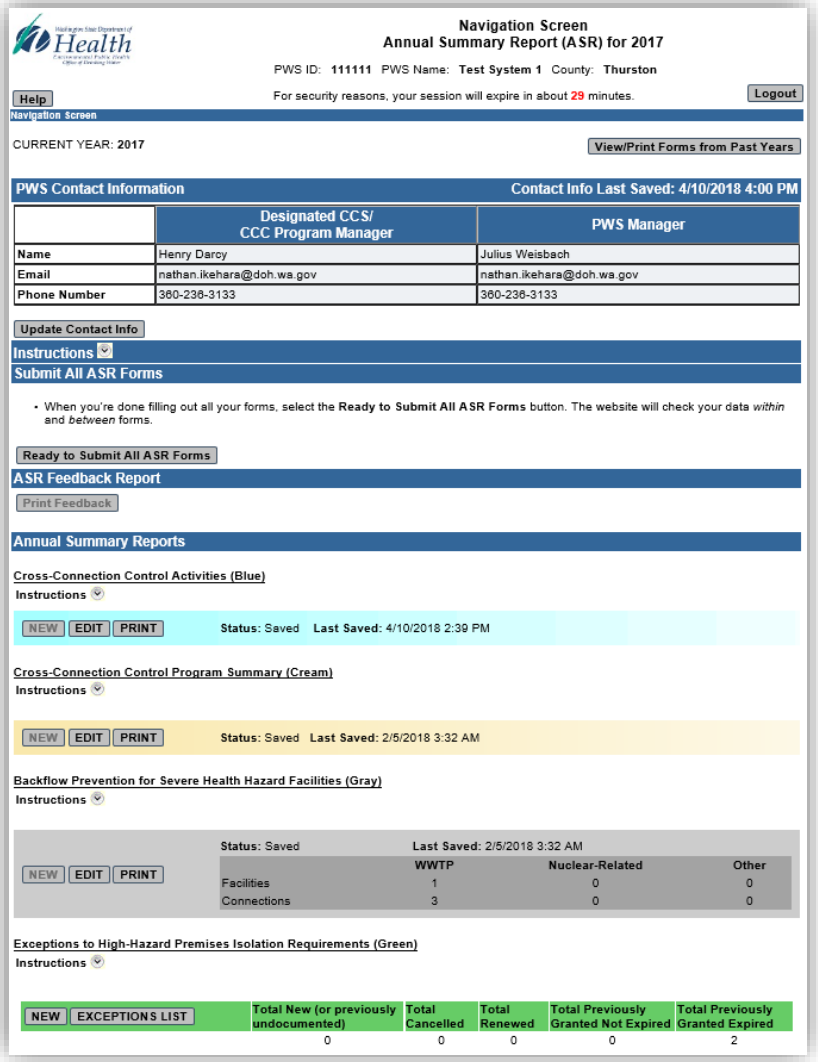
Navigation Screen—Notes

- Access new ASR forms
- Edit and print saved ASR forms
- Check on the status of any ASR form
  - Not started
  - Saved
  - Ready to Submit
  - Certified/Submitted
  - Unsubmitted



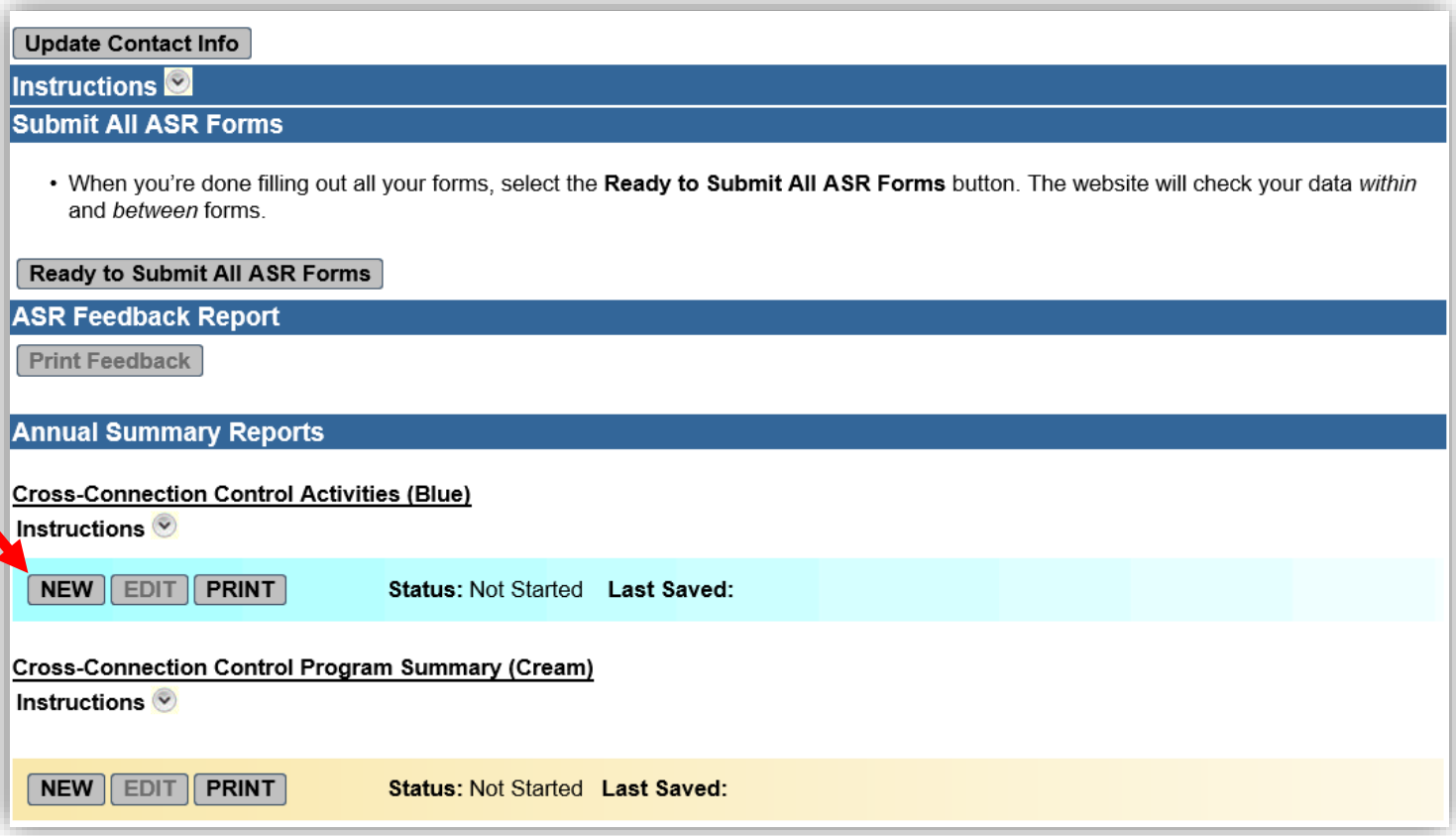
Navigation Screen—Notes

- If applicable, view summary info for
  - Gray form data
  - Green form data
- If applicable, access the Exceptions List
- Start the ASR forms submission process
- Also initiate the "Unsubmit" process



Navigation Screen—Step 2

- Step 2: Start a New Form after you successfully Submit your Contact Info (complete Step 1)



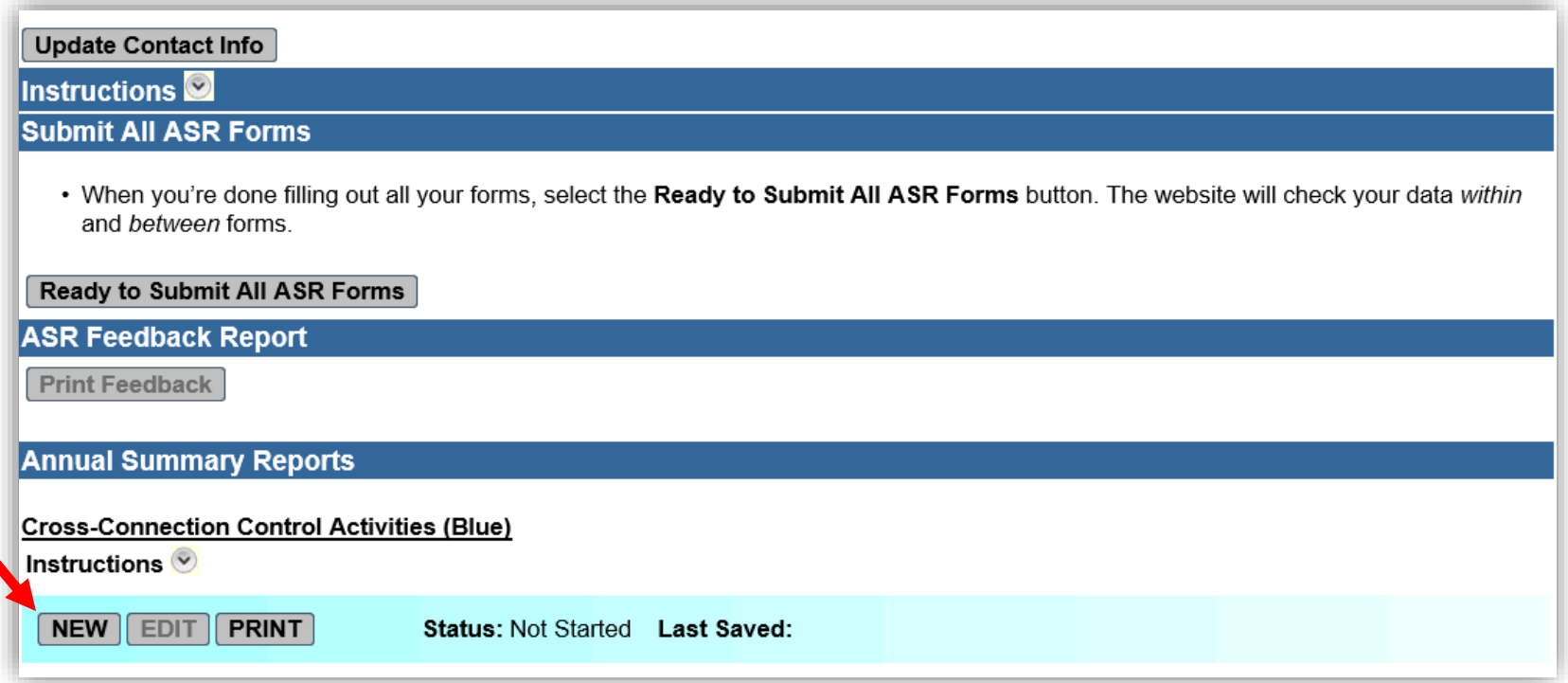
Blue Form

Annual Activities Report (Blue)

- Focus: CCC program development and implementation
- Written CCC Program status
- Backflow prevention for Table 13 hazards
- Backflow preventer inventory
- Other implementation activities

Select New Blue Form from Navigation Screen

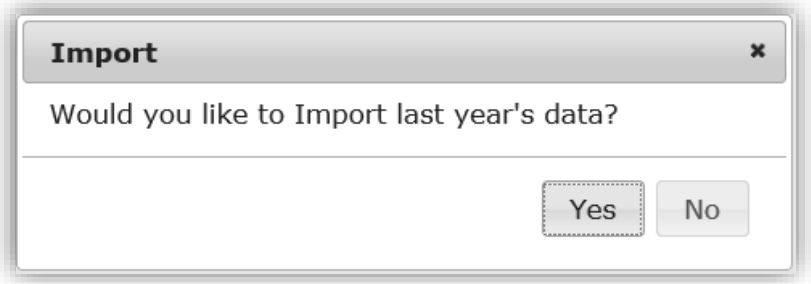
- Click New to start a blue form

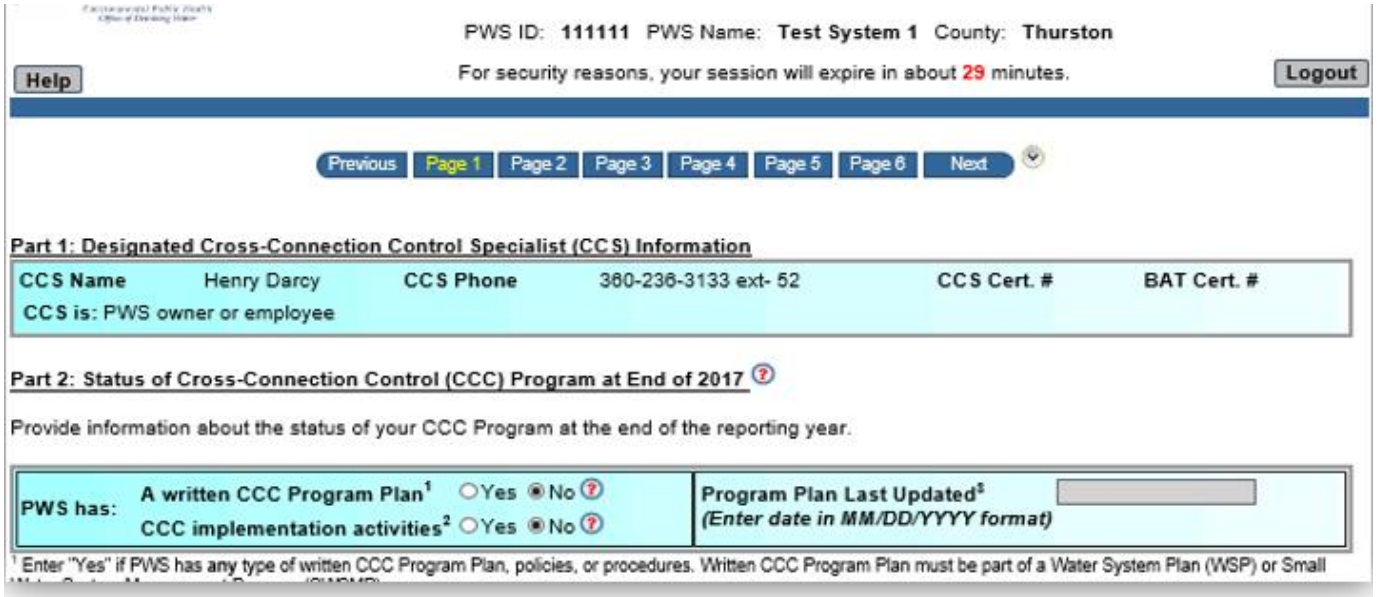


- This will trigger the Import Pop-Up

Blue ASR Form Completion

- Click Yes to import last years data onto this years form
- Click Save and start editing new ASR form





Part 3

Enter the number of connections (new and existing) served by the PWS by type.

Type of Service Connection	Number
Residential (As defined by PWS)	181842
All Other (include dedicated fire lines, dedicated irrigation lines, and PWS-owned facilities such as water and wastewater treatment plants and pumping stations, parks, piers, and docks)	28992
Total Number of Connections	210834

Page 1

Answer the following questions carefully. These answers control your access to pages 2 and 3 for data entry.

1. Does your PWS serve any severe or high-hazard premises or any high-hazard dedicated fire or irrigation lines? ◉ Yes ○ No

2. Does PWS serve any high-hazard medical premises? ◉ Yes ○ No

- If you answer Yes to both questions, you must enter data in at least one row on page 2 and one row on page 3.
- If you answer Yes to Question 1 and No to Question 2, you must enter data on page 2 only.
- If you answer No to both questions, pages 2 and 3 will be grayed out to prevent data entry.

- Count only premises PWS serves water to.
- Report data as accurately as possible. **DOH currently bases CCC compliance actions on this information.**

Premises Isolation Backflow Preventers

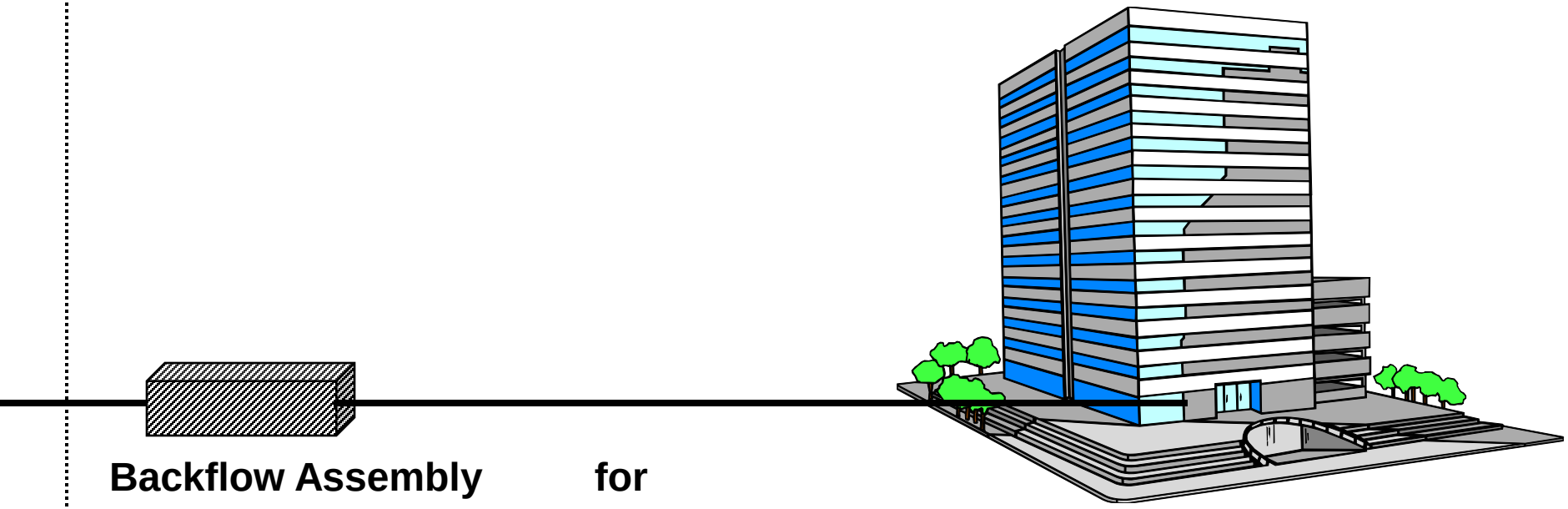
- Install preventer at either:
  - Meter or property line
  - An alternate location acceptable to the purveyor usually where service line enters customer's building
- If installed in alternate location, must still function as a premises isolation preventer
- Mandatory for all severe and high-hazard premises per WAC 246-290-490

In-Premises Backflow Preventers

- PWS may rely on only when premises isolation is not required
- Not applicable to severe or high-hazard premises!
- Required by Uniform Plumbing Code (UPC) amended for Washington
- Enforced by Authority Having Jurisdiction (AHJ), usually the local city or county building official

Premises Isolation Requirements

Property Line



Backflow Assembly for Premises Isolation

Fixture Protection per UPC Within Premises

Blue Form Column B (pages 2 and 3)

- In Column B, don't include connections:
  - With DCVAs for premises isolation
  - Where PWS relies solely on fixture prevention or area isolation (no premises isolation)

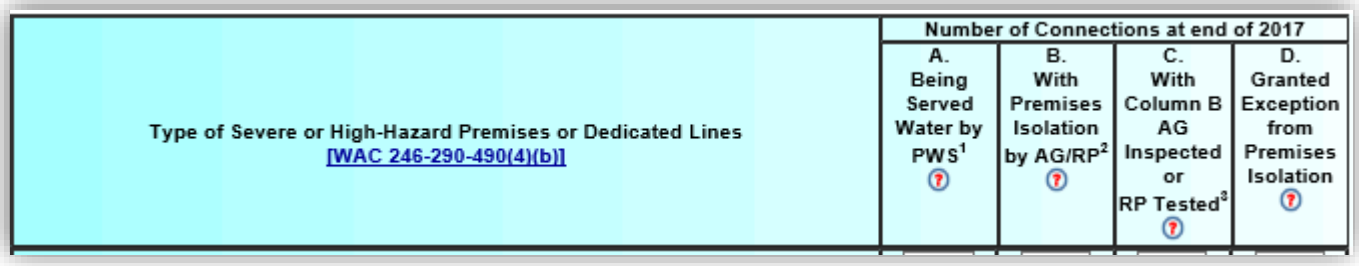
Type of Severe or High-Hazard Premises or Dedicated Lines [WAC 246-290-490(4)(b)]	Number of Connections at end of 2017			
	A. Being Served Water by PWS[1]	B. With Premises Isolation by AG/RP[2]	C. With Column B AG Inspected or RP Tested[3]	D. Granted Exception from Premises Isolation
Agricultural (farms and dairies)	6	2	2	2
Beverage bottling plants (including breweries)				
Car washes				
Chemical plants				
Commercial laundries and dry cleaners				

Blue Form Medical Table (page 3)

- Common question: how should PWS report connections that serve more than one type of medical facility
- Count connection under medical category that poses the highest hazard to water system
- Don't count same connection more than once on Medical Category Table!

Backflow Prevention for Table 13 Premises

- Part 3B (Page 2)



Type of Severe or High-Hazard Premises or Dedicated Lines [WAC 246-290-490(4)(b)]	Number of Connections at end of 2017			
	A. Being Served Water by PWS[1]	B. With Premises Isolation by AG/RP[2]	C. With Column B AG Inspected or RP Tested[3]	D. Granted Exception from Premises Isolation

- Part 3C (Page 3)—Medical High Hazard

Type of High-Hazard Medical Premises [WAC 246-290-490(4)(b)]	Number of Connections at end of 2017			
	A. Being Served Water by PWS[1]	B. With Premises Isolation by AG/RP[2]	C. With Column B AG Inspected or RP Tested[3]	D. Granted Exception from Premises Isolation
Hospitals				

Grayed Out Fields Reduce Blue Form Data Logic Errors

1. Does your PWS serve any severe or high-hazard premises or any high-hazard dedicated fire or irrigation lines? ◉ Yes ○ No

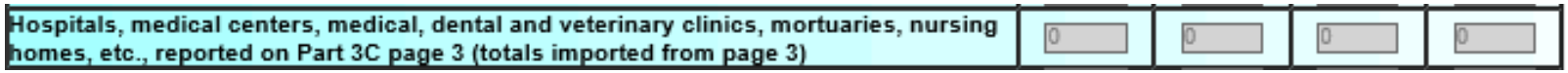
2. Does PWS serve any high-hazard medical premises? ○ Yes ◉ No

Selecting "No" triggers the website to gray out Medical Premises Table (page 3) to prevent entry of illogical data.

Type of High-Hazard Medical Premises [WAC 246-290-490(4)(b)]	Number of Connections at end of 2017			
	A. Being Served Water by PWS[1]	B. With Premises Isolation by AG/RP[2]	C. With Column B AG Inspected or RP Tested[3]	D. Granted Exception from Premises Isolation
Hospitals				
Hospitals (include psychiatric hospitals and alcohol and drug treatment centers)				
Facilities for Treatment and Care of Patients Not Located in Hospitals Counted Above				
Same day surgery centers				
Out-patient clinics and offices				
Alternative health out-patient clinics and offices				
Psychiatric out-patient clinics and offices				
Chiropractors with water-connected X-ray equipment				
Hospice care centers				

Blue Form Pages 2 and 3 Notes

- Critical to accurately report status of backflow prevention for Table-13 type premises
- DOH uses this data as basis of CCC compliance
- Page 2 Table 13 “Hospital/Medical Facilities” row



  - Website imports totals from page 3 for this row
  - You can’t edit page 2 hospital (grayed out) row
  - Edit page 3 values to change display on page 2

Blue Form Pages 2 and 3 Notes (2)

- Remember—Table 13 is not all inclusive!
- Add "Other" rows for high-hazard premises not on Table 13 (like marijuana grow operations)
- **Don't enter None, N/A, or "0" in "Other" rows if not applicable! Leave blank!**
- See footnote for "counting" instructions

Blue Form (Pages 2 and 3)

A	B
"Being Served Water by PWS[1]"	"With Premises Isolation by AG/RP[2]"
Count *all* connections to severe and high-hazard premises served	Count only those Column A connections with premises isolation RPs or air gaps

[1]Count multiple connections or parallel installations to the same premises as separate connections.

[2]Count only connections with premises isolation AGs or RPs. Don't include connections with in-premises preventers only or connections with DCVAs or DCDAs installed for premises isolation. The number in Column B can't be larger than the number in Column A in the same row.

Blue Form Inventory
Part 4A (Page 4)

	Backflow Preventer Category and Inspection/Testing Information	Air Gap	RPBA	RPDA	DCVA	DCDA	PVBA	SVBA	AVB
Table 1: Premises Isolation Preventers (include preventers isolating PWS-owned facilities)									
Existing Premises Isolation Backflow Preventers									
1	In service at beginning of 2017	20	0	0	0	0			
2	Inspected and/or tested in 2017[1]	0	0	0	0	0			
3	Failed inspection or test in 2017	0	0	0	0	0			
New Premises Isolation Backflow Preventers									
4	Installed in 2017[2]	0	0	0	0	0			
5	Inspected and/or tested in 2017[1]	0	0	0	0	0			
6	Failed inspection or test in 2017	0	0	0	0	0			
Premises Isolation Backflow Preventers (existing or new)									
7	Removed from service in 2017[3]	0	0	0	0	0			
Total Premises Isolation Preventers at End of 2017		20	0	0	0	0	0	0	0

Blue Form Inventory—Failures

- Failure is any time
  - Assembly doesn't pass at least one field test in reporting year
  - Air gap doesn't pass at least one inspection in reporting year
- Count multiple failures of same assembly as one failure for the reporting year
- Report the failure, even if assembly passes test after cleaning or repairs

Blue Form Inventory—Detectors

- Count each detector assembly only once (don't count bypass separately)
- Count as one test the tests of mainline assembly and bypass assembly
- Count as one failure the failure of:
  - Either the mainline or bypass assembly; or
  - Both the mainline and bypass assemblies
- If take entire assembly out of service, count removal once

Blue Form Inventory Notes (Page 4)

- Critical to report testing *failures*, i.e. any time assembly doesn't pass one field test in the reporting year
- Remember—ASRs are public records
- Legislators may use assembly failure rate data to justify dropping annual testing

Blue Form Notes (Page 5)

- Part 4B: Other Implementation Activities
  - On-site hazard survey questions—read carefully!

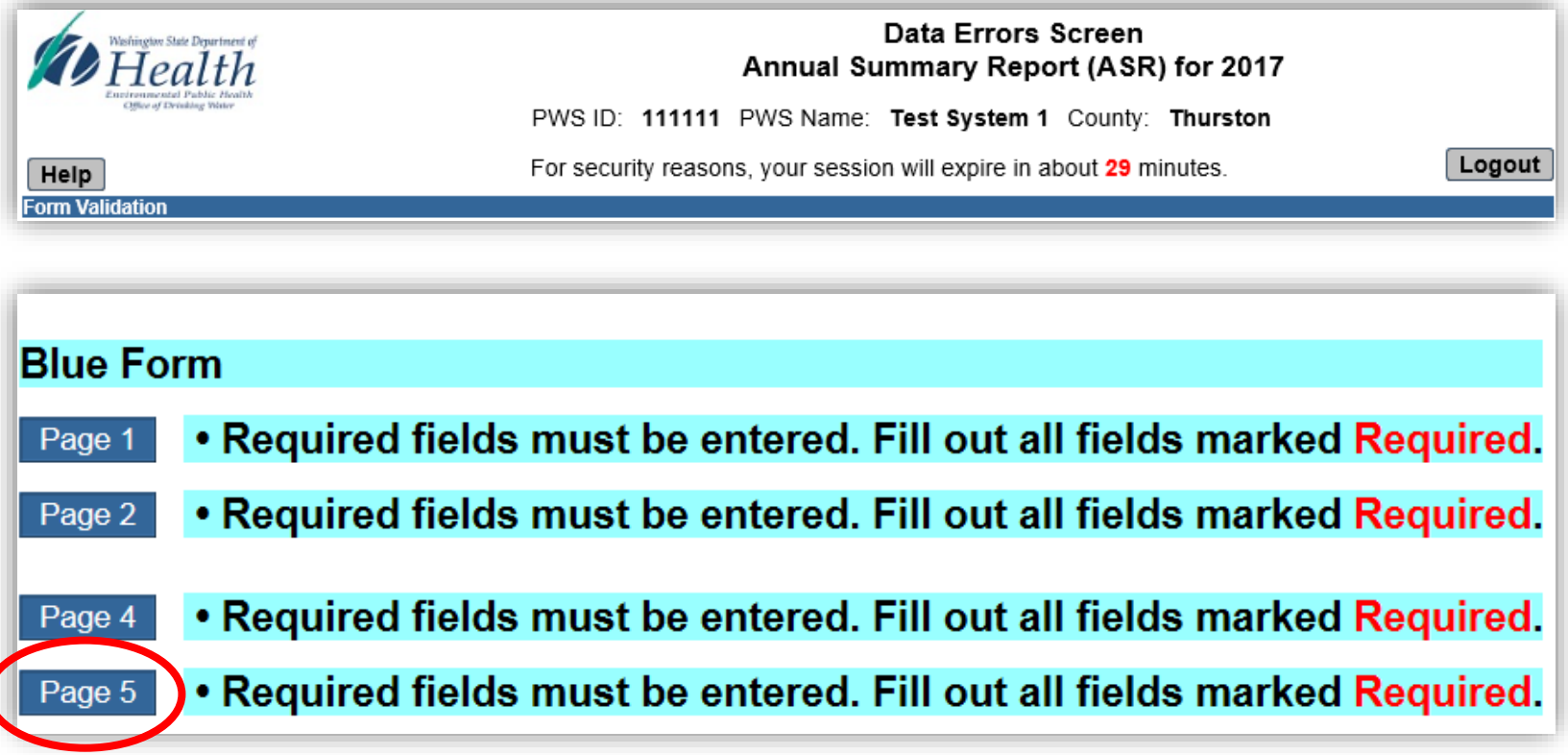
On-site Hazard Surveys			
Did your CCS conduct any on-site hazard surveys during 2017?	○ Yes ◉ No		
	Service Connection Type		
	New	Existing	Total
* 1. Number of connections surveyed for cross-connection hazards to PWS.			0
* 2. Number of connections requiring backflow prevention to protect PWS.[1,2]			0

- Part 5: Backflow Incidents, Risk Factors and Indicators
  - WAC requires PWSs to report backflow incidents and complete Backflow Incident Report form
  - Water outage events should include both **planned** and **unplanned** events
  - Expect systems to track information requested

Individual ASR Forms Ready to Submit Process and In-Form Data Errors

Blue Form
Within Form Data Errors Check

- Click Ready to Submit. If Data Errors Screen appears, click page links to jump to errors

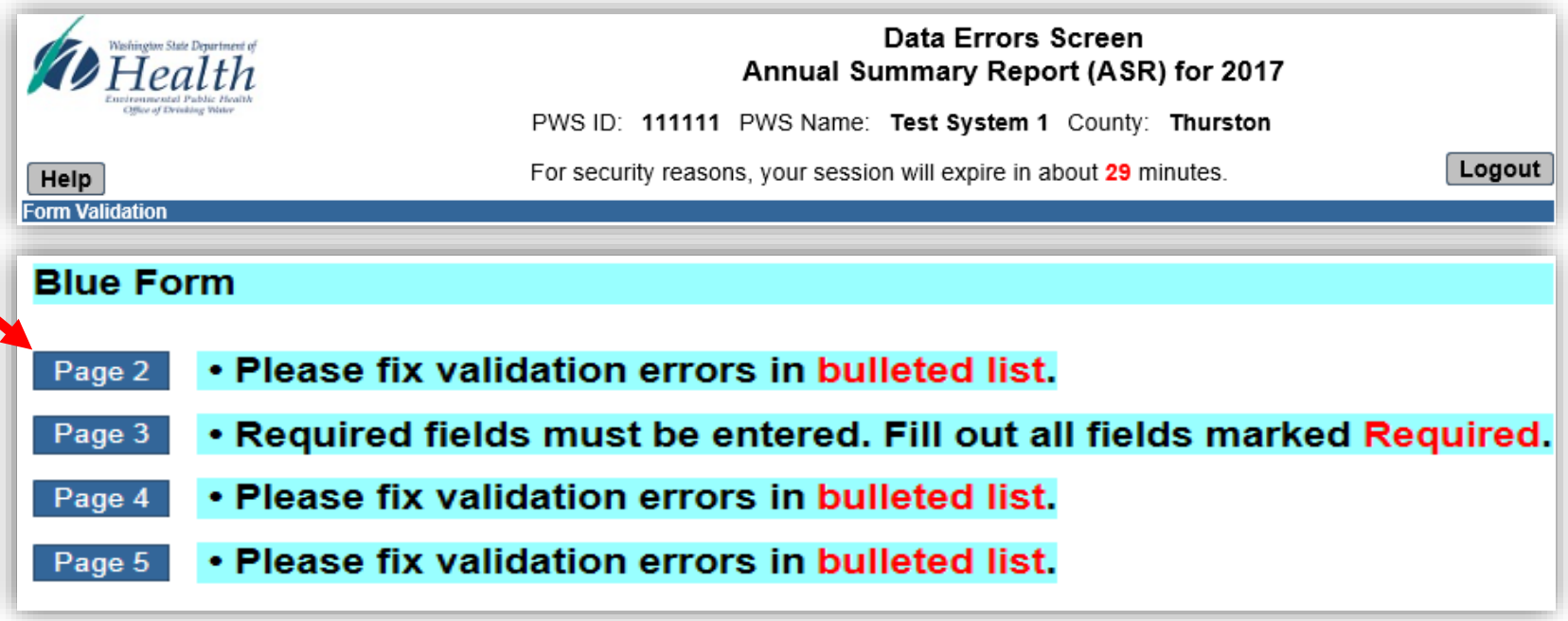


Example Required Fields
Data Error Messages Page 5

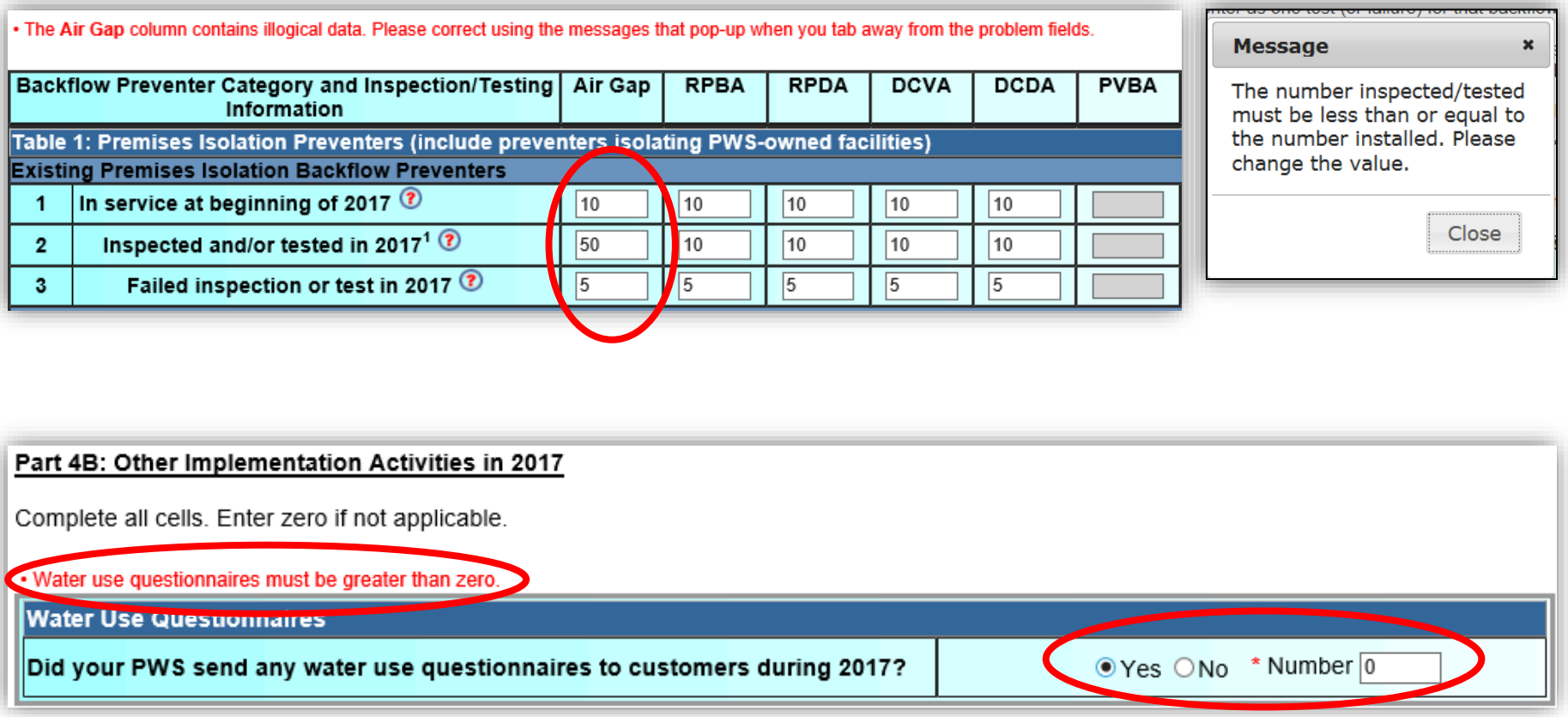
	Backflow Incidents, Risk Factors, and Indicators during 2017	Number
Backflow Incidents during 2017		
1	Backflow incidents that contaminated the PWS.[5]	Required.
2	Backflow incidents that contaminated the customer's drinking water system only.[5]	Required.
Risk Factors for Backflow during 2017		
3	Distribution main breaks per 100 miles of pipe.	Required.
4	Low pressure events (<20 psi in PWS distribution system).	Required.
5	Water outage events.	Required.
Indicators of Possible Backflow during 2017		
6	Total health-related complaints received by PWS.[6]	Required.
7	Received during BWA or PN events.[7]	Required.
8	Received during low pressure or water outage events.	Required.
9	Total aesthetic complaints (color, taste, odor, air in lines, etc.).	Required.
10	Received during BWA or PN events.[7]	Required.
11	Received during low pressure or water outage events.	Required.

Example Blue Form Data Logic Error Message Page 2

- Website checks for data logic (validation) errors in addition to required fields



Example Data Logic
Error Messages Pages 4 and 5



• The **Air Gap** column contains illogical data. Please correct using the messages that pop-up when you tab away from the problem fields.

Backflow Preventer Category and Inspection/Testing Information		Air Gap	RPBA	RPDA	DCVA	DCDA	PVBA
Table 1: Premises Isolation Preventers (include preventers isolating PWS-owned facilities)							
Existing Premises Isolation Backflow Preventers							
1	In service at beginning of 2017	10	10	10	10	10	
2	Inspected and/or tested in 2017[1]	50	10	10	10	10	
3	Failed inspection or test in 2017	5	5	5	5	5	

Part 4B: Other Implementation Activities in 2017

Complete all cells. Enter zero if not applicable.

• Water use questionnaires must be greater than zero.

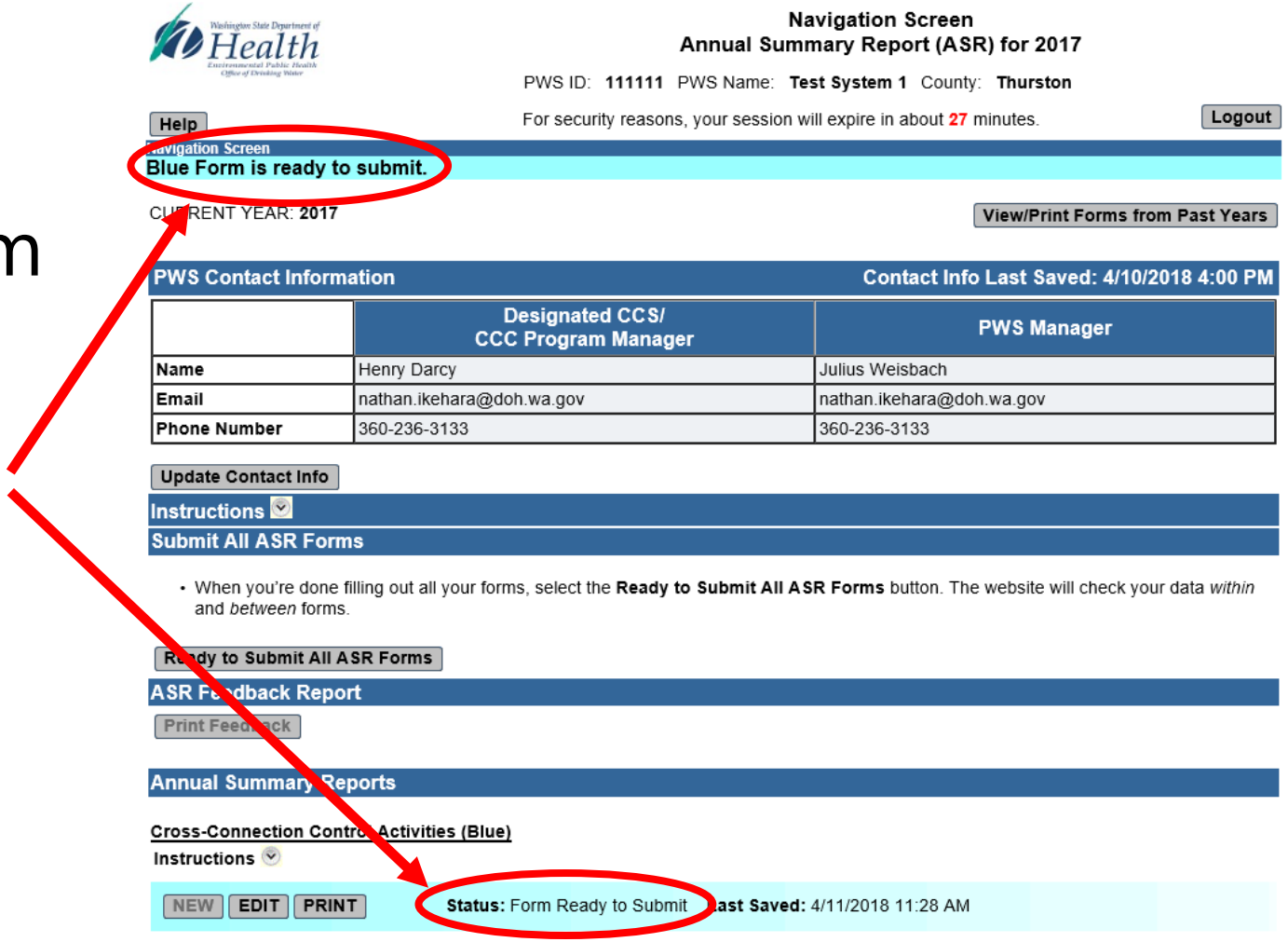
Water Use Questionnaires	
Did your PWS send any water use questionnaires to customers during 2017?	◉ Yes ○ No * Number 0

Resolve All Within-Form Data Errors

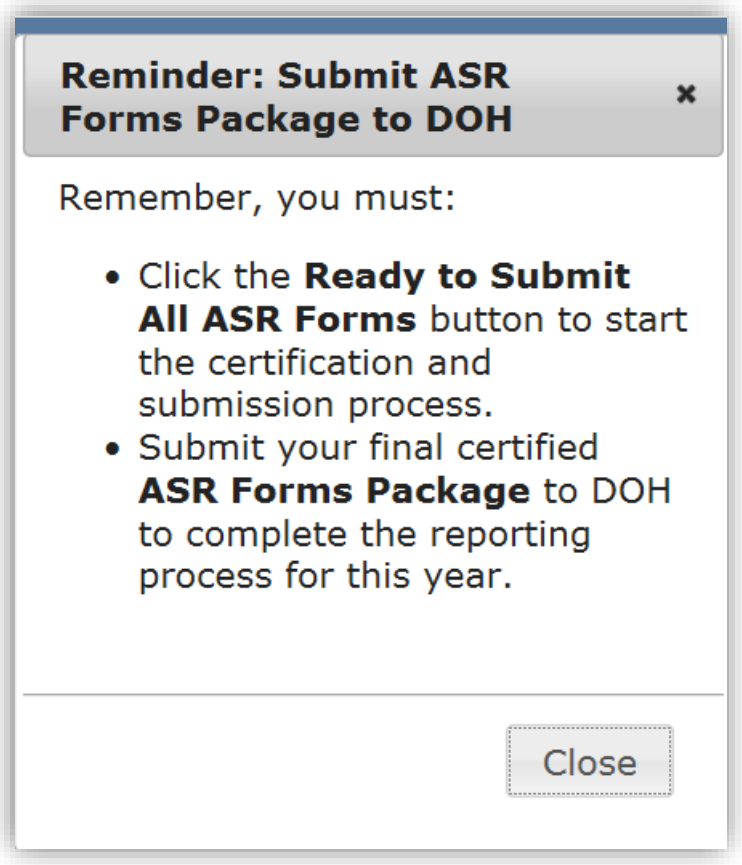
- Complete all **required** fields
- "**Required**" will disappear when you tab away from completed field
- Correct all **illogical** data
- Click **Ready to Submit** again

Repeat Ready to Submit Process until Form Status Changes

- Repeat process until form status changes



Reminder to Submit ASR Forms "Package" to DOH



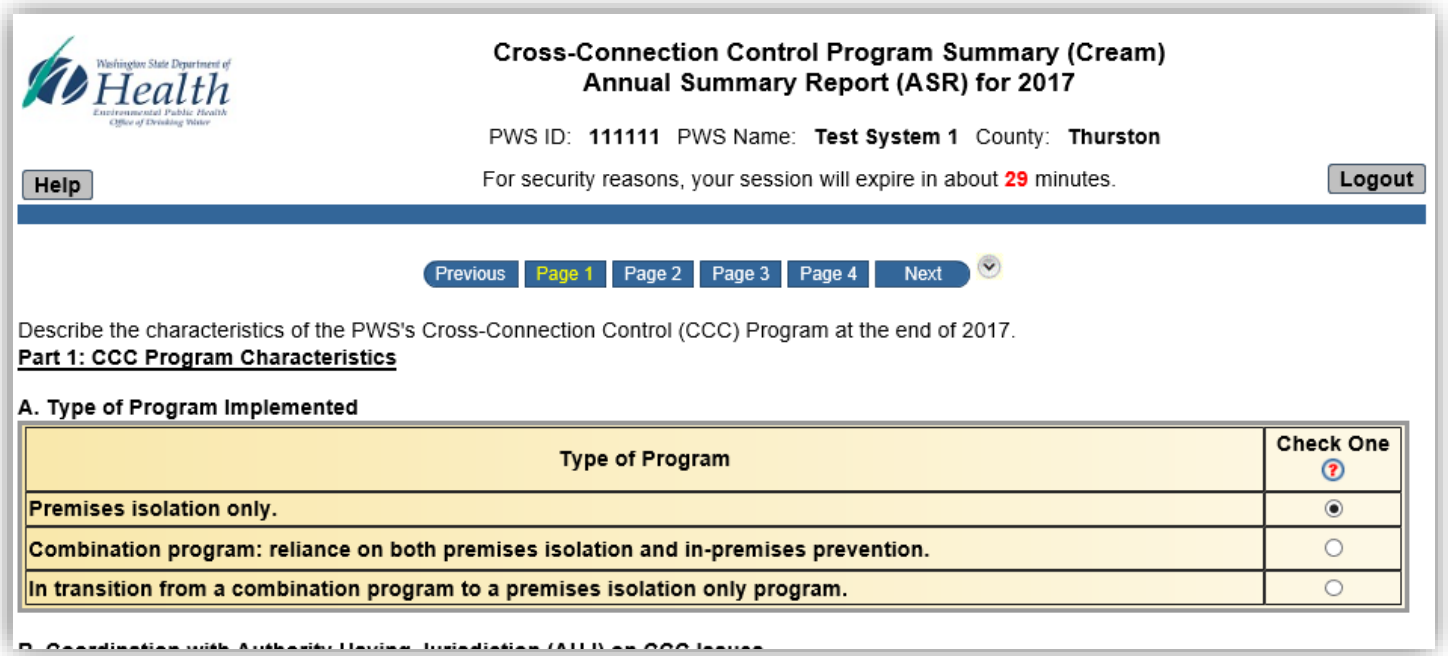
Cream Form

CCC Program Summary (Cream)

- Focus: written CCC Program Plan, policy, and procedures
- Program type, compliance options
- CCC responsibilities
- Policies—auxiliary supplies, irrigation, Exceptions, etc.

Repeat Start a New Form Process

- On Navigation Screen, click New to start a cream form
- Click Yes at import prompt and start editing data

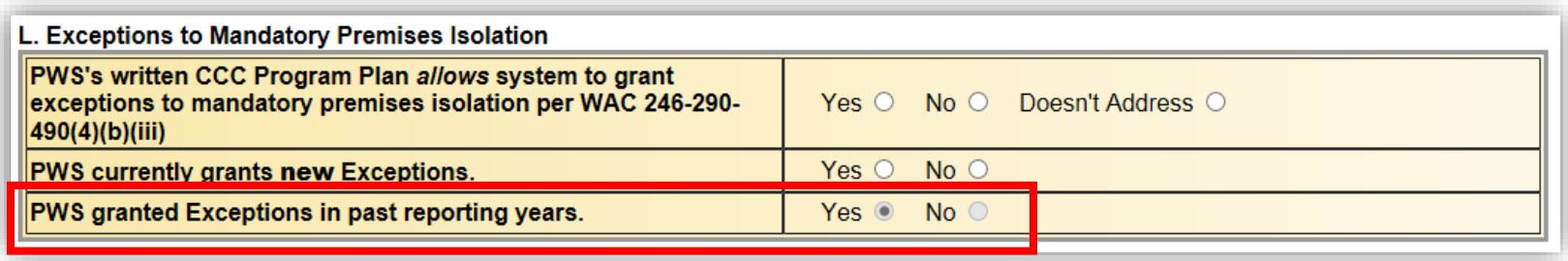


Cream Form Reminders

- Most fields are required
- Includes data logic and grayed out fields
- Page 3 Part 1L controls access to:
  - New green forms (cream row 2)
  - Past green forms (cream row 3)
- Website completes Part 1L row 3 based on historic green form data

Cream Form Page 3 Part 1L Exceptions to Premises Isolation

- PWS must complete rows 1 and 2
- Row 3 will be grayed out/disabled since website completes for you
- You can't change data in row 3!



L. Exceptions to Mandatory Premises Isolation

PWS's written CCC Program Plan *allows* system to grant exceptions to mandatory premises isolation per WAC 246-290-490(4)(b)(iii)	Yes ○ No ○ Doesn't Address ○
PWS currently grants new Exceptions.	Yes ○ No ○
PWS granted Exceptions in past reporting years.	Yes ◉ No ○

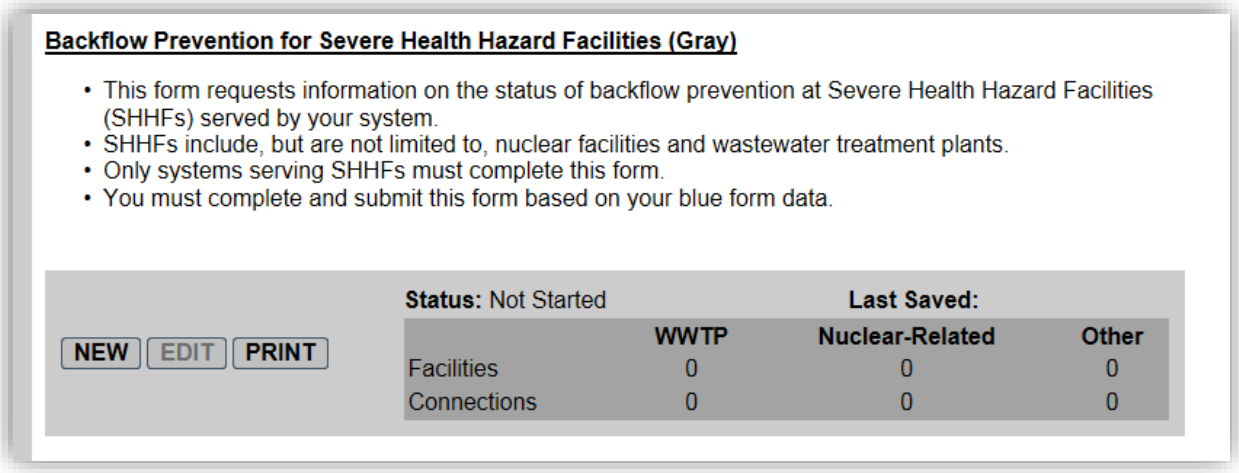
Gray Forms

Severe Health Hazard Form (gray)

- Focus: status of backflow prevention at severe health hazard facilities (SHHFs)
- Must complete, **only** if water system serves one or more:
  - Wastewater treatment plants
  - Nuclear reactor or radioactive material processing plants
- Blue form page 2 data (nuclear, WWTP rows) controls gray form access

Access New Gray Form

- Access new gray form from Navigation Screen
- Click Yes at Import prompt and start editing data as needed



Backflow Prevention for Severe Health Hazard Facilities (Gray)

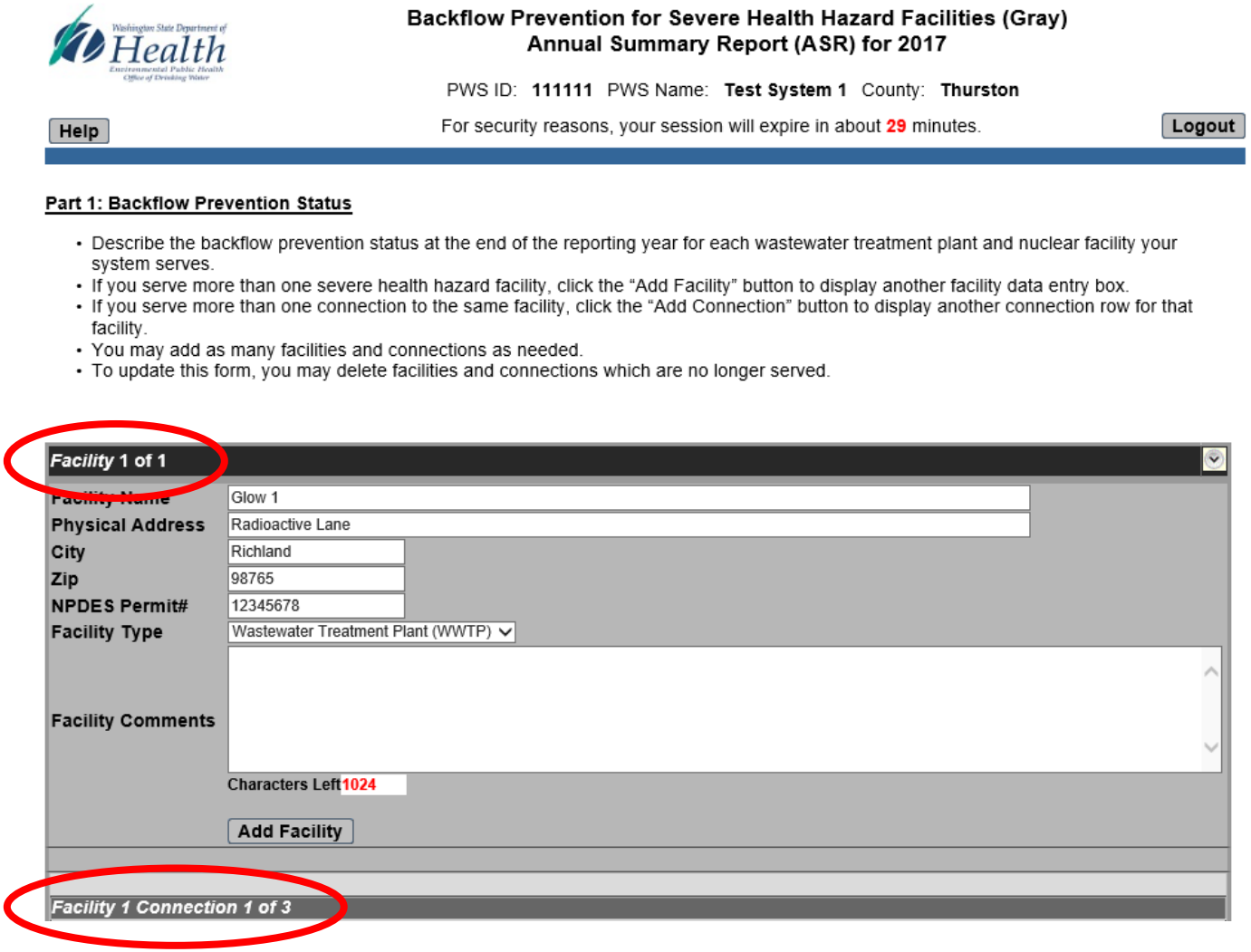
- This form requests information on the status of backflow prevention at Severe Health Hazard Facilities (SHHFs) served by your system.
- SHHFs include, but are not limited to, nuclear facilities and wastewater treatment plants.
- Only systems serving SHHFs must complete this form.
- You must complete and submit this form based on your blue form data.

NEW EDIT PRINT

Status: Not Started **Last Saved:**

	WWTP	Nuclear-Related	Other
Facilities	0	0	0
Connections	0	0	0

Gray Form Improvements
Multiple Connections/Facility



‘Ideal’ Situation

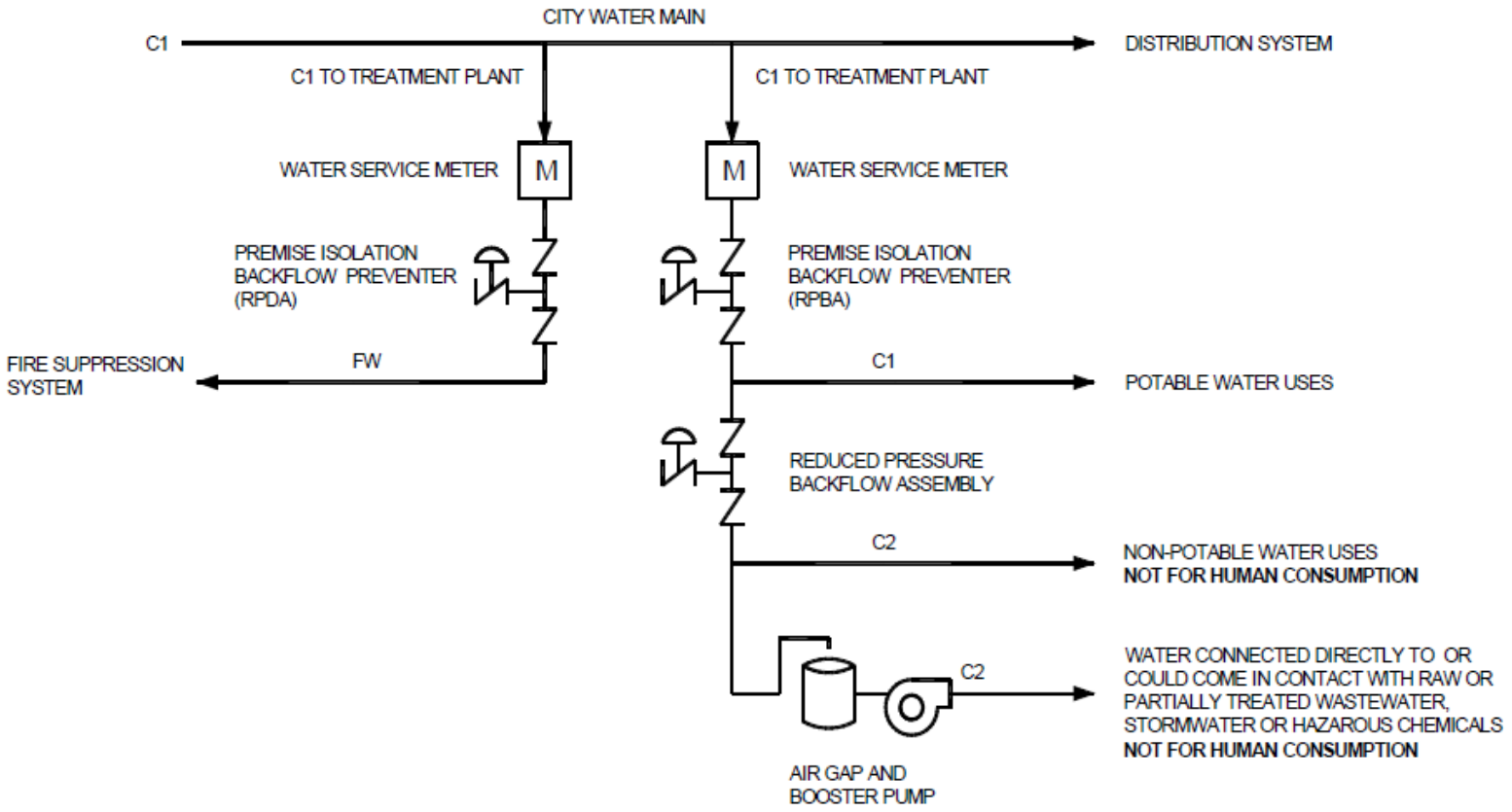


Figure G2- 1 Cross Connection Control Overview

Complicated Situation

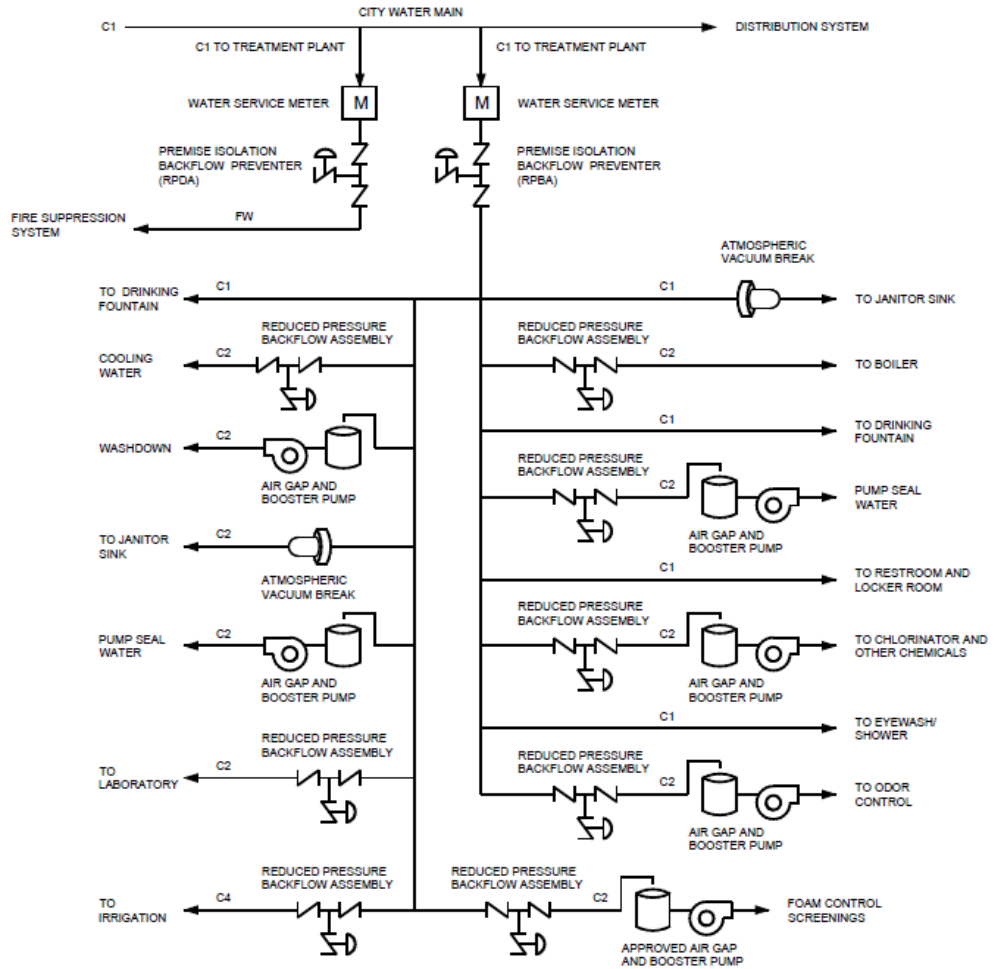


Figure G2- 4 Complex Cross-connection Control Overview

Green Forms

Exceptions Report (green)

- Focus: exceptions to mandatory premises isolation
- Must complete **only** if water system grants Exceptions now or granted in past
- Per WAC, PWS must document reason Exception granted
- Case-by-case documentation

Access to New Green Forms

- Access to new green forms on Navigation Screen initially disabled
- New button appears grayed out (disabled)
- Website continues to block access until PWS saves either a:
  - Blue form that reports on page 5 that PWS granted new Exceptions in reporting year; or
  - Cream form that reports on page 3 Part 1L that PWS grants new Exceptions

New Green Form Access Unblocked

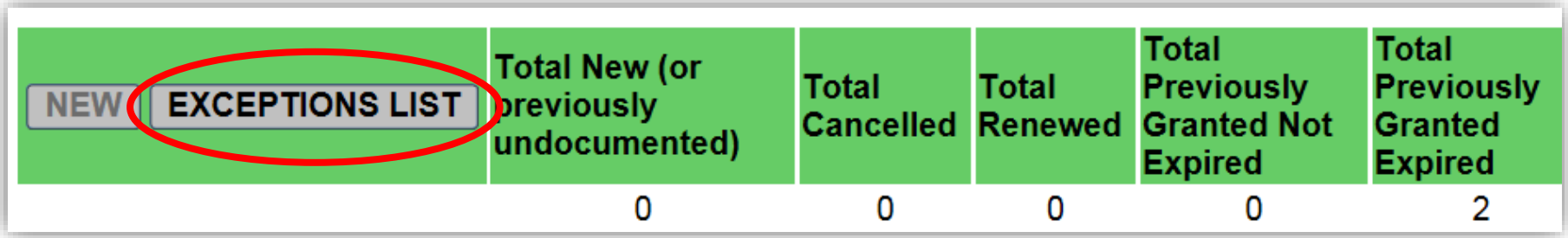
Exceptions to High-Hazard Premises Isolation Requirements (Green)

- This form enables water systems to document [as required in WAC 246-290-490(4)(b)(iii)] an Exceptio to Mandatory Premises Isolation.
- Only systems granting exceptions must complete this form.
- Complete one new green form for each new Exception your system granted this reporting year.
- Also complete a new green form for any "Active" exceptions your system granted in past reporting yea but did not submit to DOH.
- Select the **EXCEPTIONS LIST** button to **Edit, Renew, Cancel, and Print** saved Exception forms.

NEW EXCEPTIONS LIST	Total New (or previously undocumented)	Total Cancelled	Total Renewed	Total Previously Granted Not Expired	Total Previously Granted Expired
	0	0	0	0	0

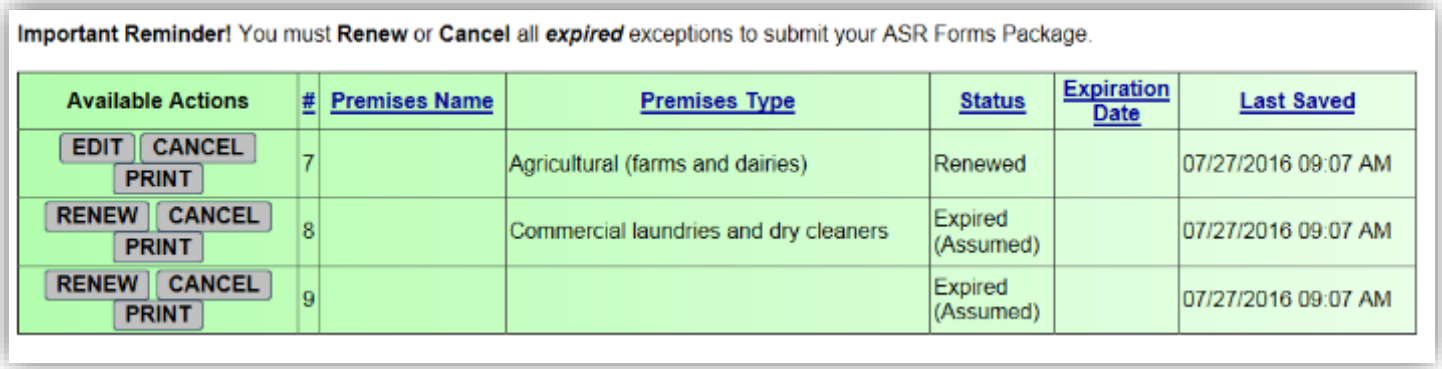
Accessing Saved Green Forms

- Access saved green forms from the List of Exceptions
- Click the Exceptions List button on the Navigation Screen to access the List of Exceptions



Edit, Renew, and Cancel Exceptions

- List of Exceptions table displays Exceptions by premises name and shows status
- From this screen, you can:
  - Edit, cancel, and print new Exceptions
  - Can renew, cancel, and print expired Exceptions



Important Reminder! You must **Renew** or **Cancel** all ***expired*** exceptions to submit your ASR Forms Package.

Available Actions	#	Premises Name	Premises Type	Status	Expiration Date	Last Saved
EDIT CANCEL PRINT	7		Agricultural (farms and dairies)	Renewed		07/27/2016 09:07 AM
RENEW CANCEL PRINT	8		Commercial laundries and dry cleaners	Expired (Assumed)		07/27/2016 09:07 AM
RENEW CANCEL PRINT	9			Expired (Assumed)		07/27/2016 09:07 AM

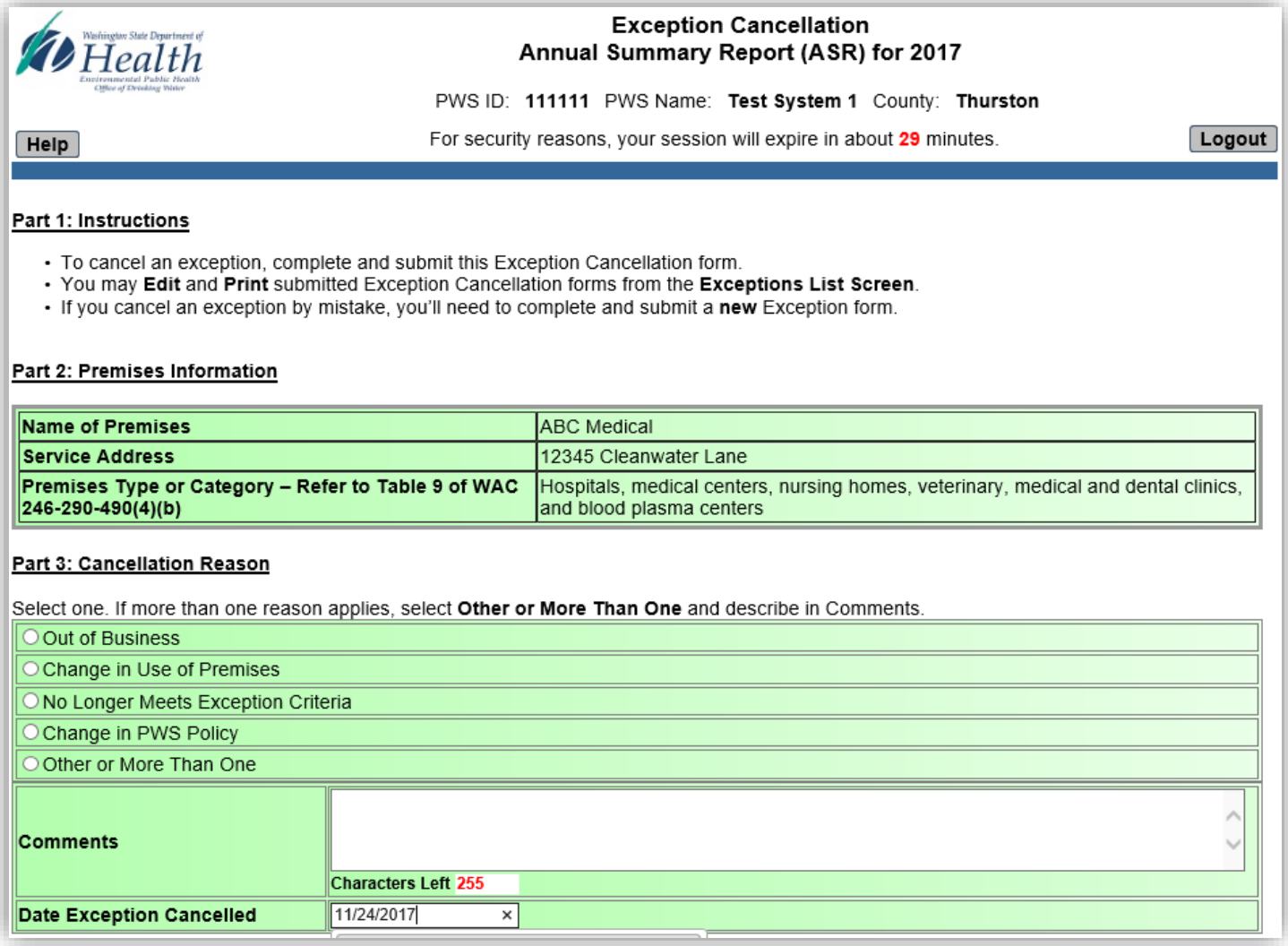
Address All Expired Exceptions

- Check status on Exceptions List
- "Expired" status means either:
  - Expiration date falls on or before the end of reporting year
  - No date originally entered (field blank)
- Must address expired Exceptions - either:
  - Cancel if no longer valid; or
  - Renew if still valid

Cancelling Exceptions

- To cancel an Exception, click Cancel and complete Exception Cancellation Form
- Complete all fields on form including Cancellation Reason
- On Submit, status on Exceptions List will change to Cancelled and display only in year in which cancelled

Cancellation Form



Exception Cancellation
Annual Summary Report (ASR) for 2017

PWS ID: **111111** PWS Name: **Test System 1** County: **Thurston**

Help

For security reasons, your session will expire in about **29** minutes.

Logout

Part 1: Instructions

- To cancel an exception, complete and submit this Exception Cancellation form.
- You may **Edit** and **Print** submitted Exception Cancellation forms from the **Exceptions List Screen**.
- If you cancel an exception by mistake, you'll need to complete and submit a **new** Exception form.

Part 2: Premises Information

Name of Premises	ABC Medical
Service Address	12345 Cleanwater Lane
Premises Type or Category – Refer to Table 9 of WAC 246-290-490(4)(b)	Hospitals, medical centers, nursing homes, veterinary, medical and dental clinics, and blood plasma centers

Part 3: Cancellation Reason

Select one. If more than one reason applies, select **Other or More Than One** and describe in Comments.

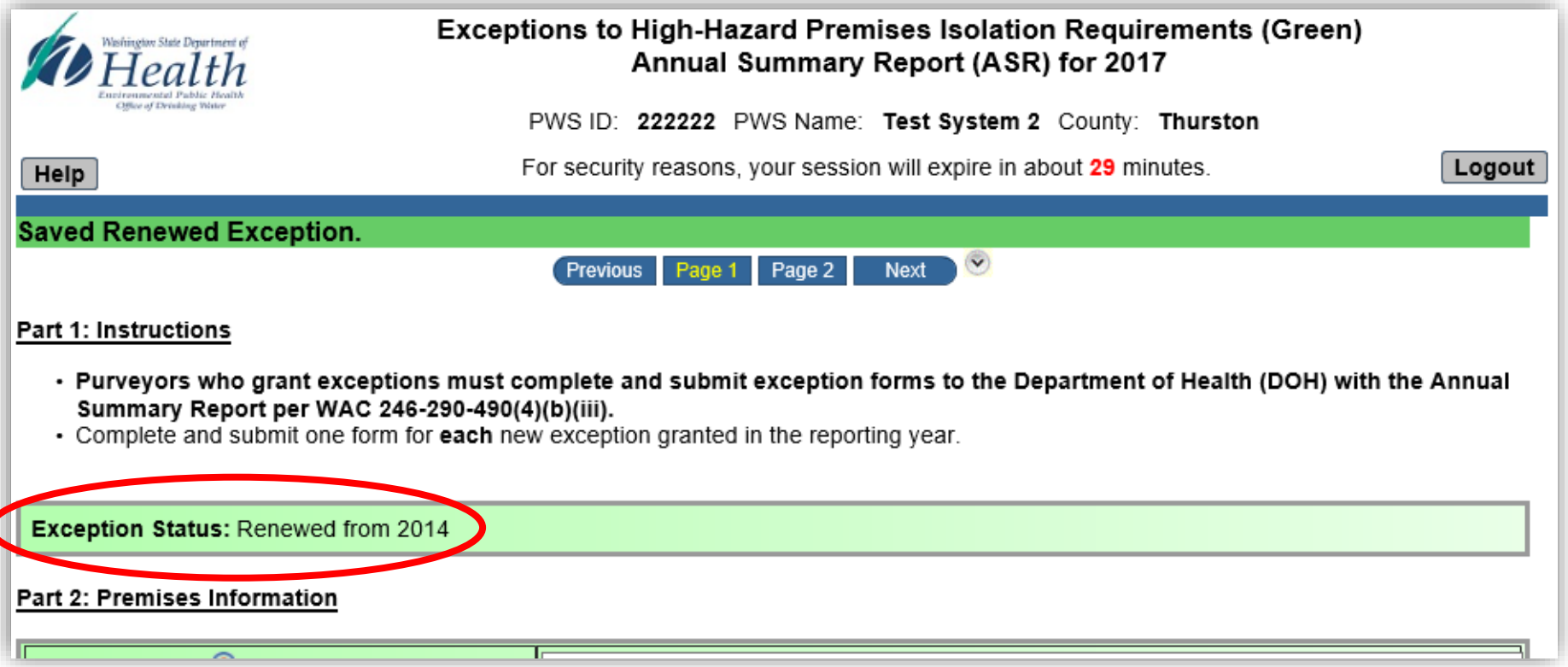
- ○ Out of Business
- ○ Change in Use of Premises
- ○ No Longer Meets Exception Criteria
- ○ Change in PWS Policy
- ○ Other or More Than One

Comments	Characters Left 255
Date Exception Cancelled	11/24/2017 ×

Renewing Exceptions

- To renew an Exception, click Renew and complete an Exception Renewal Form
- Make sure you select a Table 13 category from dropdown
- Complete all required fields on form
- Upon Submit, status on Exceptions List will change to Renewed

Renewal Form



Exceptions to High-Hazard Premises Isolation Requirements (Green)
Annual Summary Report (ASR) for 2017

PWS ID: **222222** PWS Name: **Test System 2** County: **Thurston**

Help

For security reasons, your session will expire in about **29** minutes.

Logout

Saved Renewed Exception.

Previous | Page 1 | Page 2 | Next

Part 1: Instructions

- **Purveyors who grant exceptions must complete and submit exception forms to the Department of Health (DOH) with the Annual Summary Report per WAC 246-290-490(4)(b)(iii).**
- Complete and submit one form for **each** new exception granted in the reporting year.

Exception Status: Renewed from 2014

Part 2: Premises Information

Ready to Submit All ASR Forms and Forms Package Certification and Submission Process

Complete Remaining ASR Forms

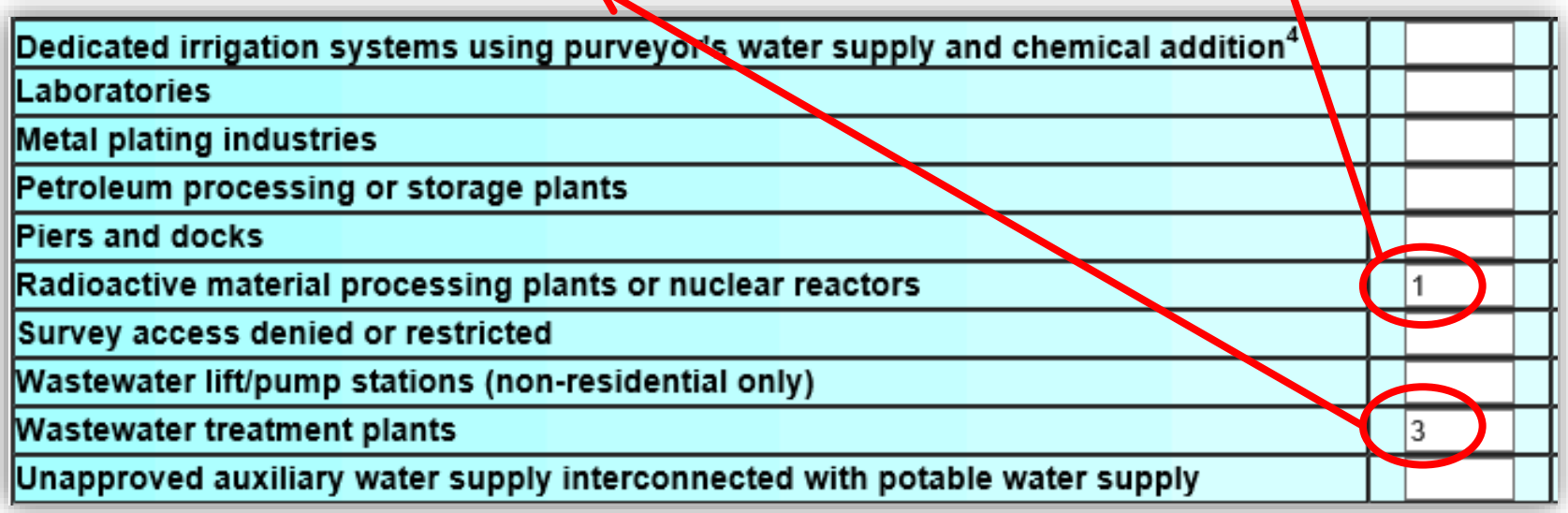
- Repeat data entry and Ready to Submit process on other required ASR forms (cream, gray, green)
- Remember
  - Blue form page 2 controls gray form access
  - Blue form page 5 and cream form page 3 control access to new and past green forms
- When status of all forms = Ready to Submit, click Ready to Submit All ASR Forms button on Navigation Screen to trigger between form data error checks

Resolve Between-Form Data Errors

- If Data Errors Screen displays, resolve between-form data logic issues
- Change data on either or both forms identified on the Data Errors Screen
- Repeat Ready to Submit All ASR Forms process until you resolve all between-form data errors
- See next slides for examples

Data Logic Between Forms (blue/gray example)

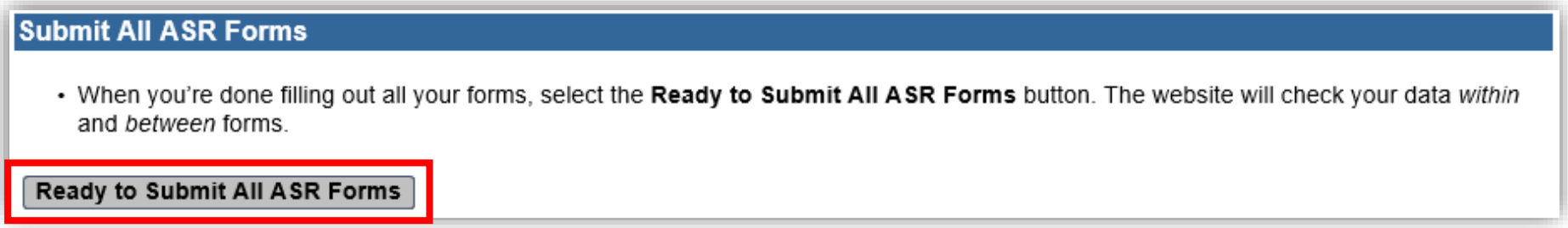
- Data entry in either of these rows on page 2 of the blue form triggers a gray form requirement. User must submit a gray form to complete the ASR submission process.
- On gray form, PWS must report 4 connections: 1 in nuclear-related category and 3 in WWTP category



Dedicated irrigation systems using purveyor's water supply and chemical addition[4]	
Laboratories	
Metal plating industries	
Petroleum processing or storage plants	
Piers and docks	
Radioactive material processing plants or nuclear reactors	1
Survey access denied or restricted	
Wastewater lift/pump stations (non-residential only)	
Wastewater treatment plants	3
Unapproved auxiliary water supply interconnected with potable water supply	

Check ASR Form Status

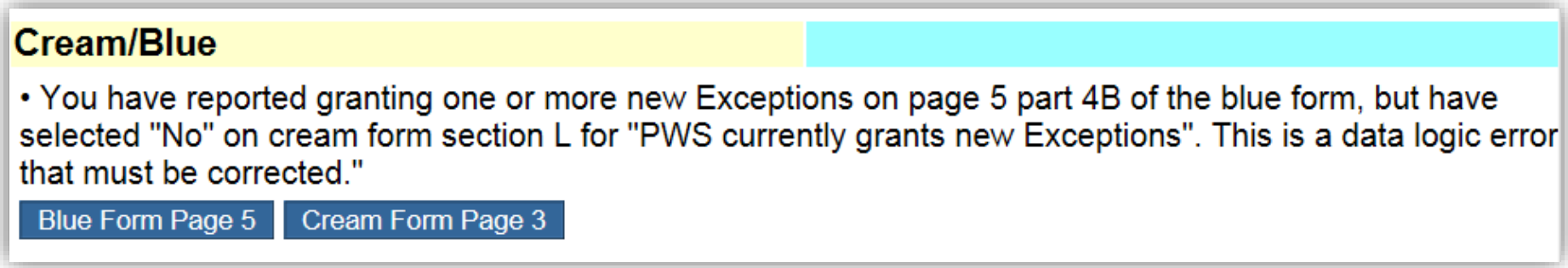
- When you're done filling out required ASR forms, check Navigation Screen
- When each required ASR form's status = Ready to Submit, start the submit process
- Click Ready to Submit All ASR Forms on the Navigation Screen



Ready to Submit All ASR Forms

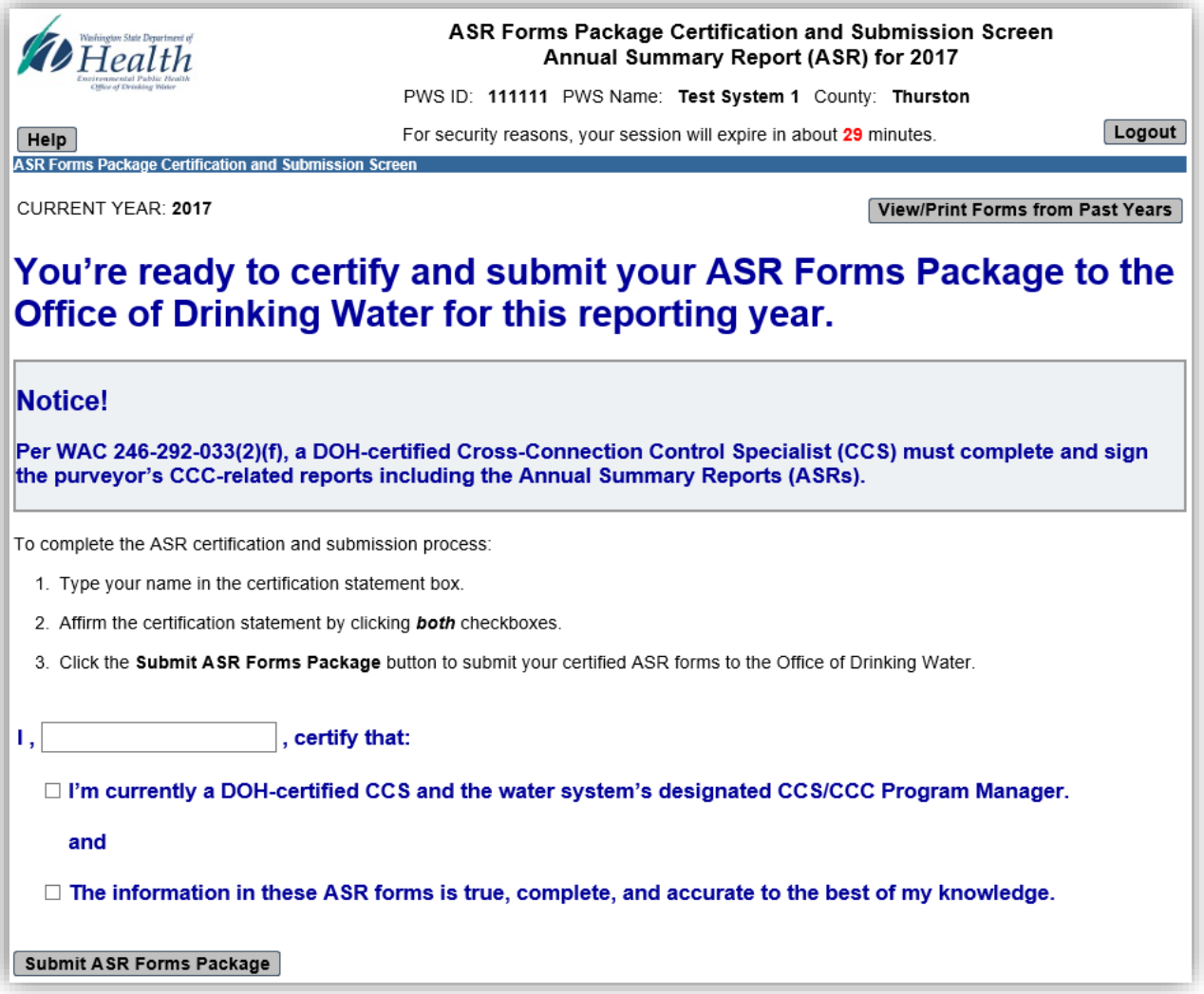
- Ready to Submit All ASR Forms triggers website to check data in and between forms
- If the Data Errors Screen displays, resolve all the errors listed
- Repeat Ready to Submit All ASR Forms process until ASR Forms Package Certification and Submission Screen displays

Between Form Data Error Example



- Click on form page links to assess problem
- Correct one or both forms to fix the data logic error(s) between forms
- Click Ready to Submit on corrected form(s) and Ready to Submit All ASR Forms again

Certification and Submission Screen



Washington State Department of Health
Environmental Public Health
Office of Drinking Water

ASR Forms Package Certification and Submission Screen
Annual Summary Report (ASR) for 2017

PWS ID: **111111** PWS Name: **Test System 1** County: **Thurston**

Help

For security reasons, your session will expire in about **29** minutes.

Logout

ASR Forms Package Certification and Submission Screen

CURRENT YEAR: **2017**

View/Print Forms from Past Years

You're ready to certify and submit your ASR Forms Package to the Office of Drinking Water for this reporting year.

Notice!

Per WAC 246-292-033(2)(f), a DOH-certified Cross-Connection Control Specialist (CCS) must complete and sign the purveyor's CCC-related reports including the Annual Summary Reports (ASRs).

To complete the ASR certification and submission process:

1. Type your name in the certification statement box.
2. Affirm the certification statement by clicking ***both*** checkboxes.
3. Click the **Submit ASR Forms Package** button to submit your certified ASR forms to the Office of Drinking Water.

I , _____ **, certify that:**

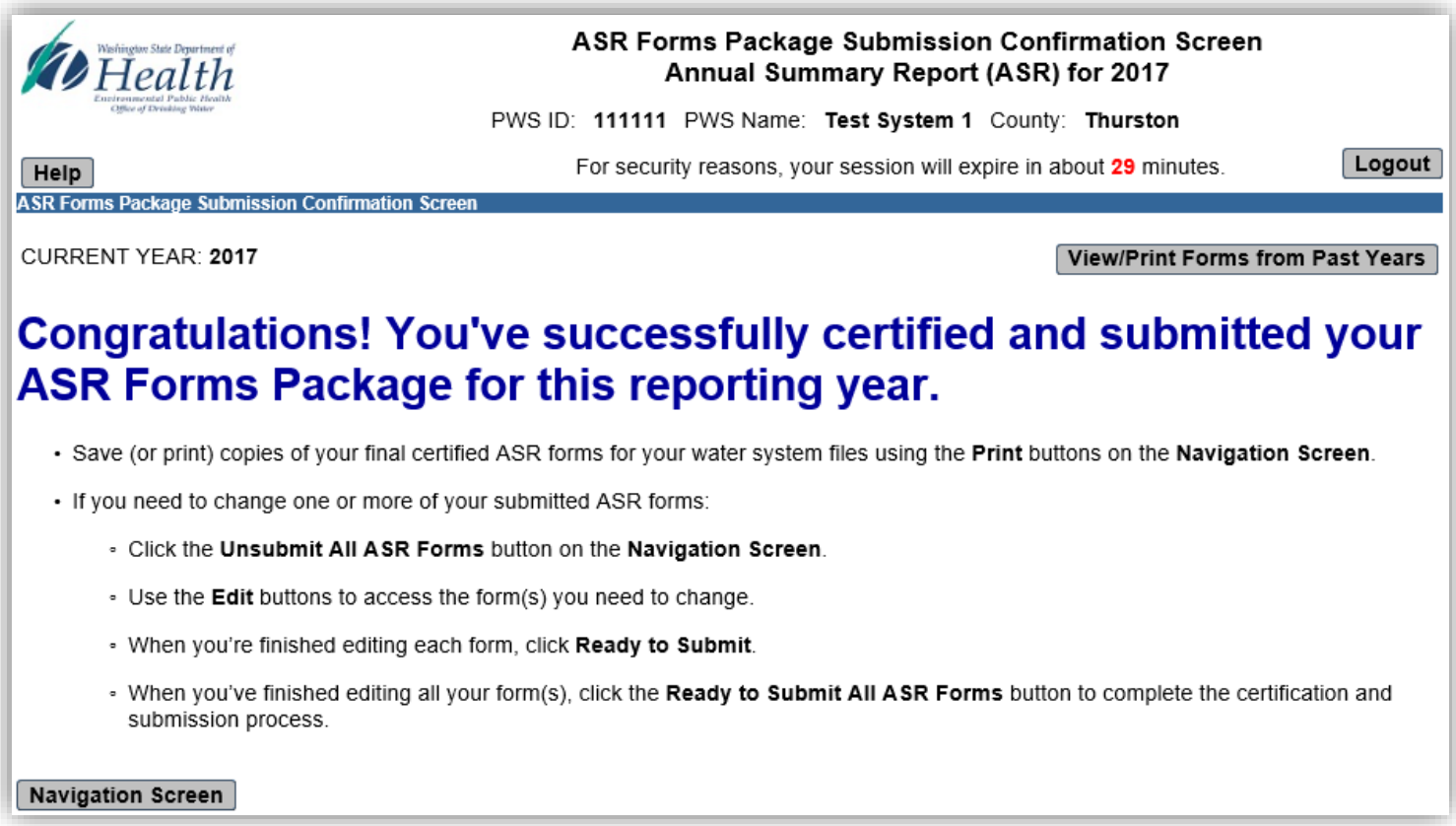
☐ **I'm currently a DOH-certified CCS and the water system's designated CCS/CCC Program Manager.**

and

☐ **The information in these ASR forms is true, complete, and accurate to the best of my knowledge.**

Submit ASR Forms Package

Forms Package Submission Confirmation Screen



Washington State Department of Health
Environmental Public Health
Office of Drinking Water

ASR Forms Package Submission Confirmation Screen
Annual Summary Report (ASR) for 2017

PWS ID: **111111** PWS Name: **Test System 1** County: **Thurston**

Help

For security reasons, your session will expire in about **29** minutes.

Logout

ASR Forms Package Submission Confirmation Screen

CURRENT YEAR: **2017**

View/Print Forms from Past Years

Congratulations! You've successfully certified and submitted your ASR Forms Package for this reporting year.

- Save (or print) copies of your final certified ASR forms for your water system files using the **Print** buttons on the **Navigation Screen**.
- If you need to change one or more of your submitted ASR forms:
  - Click the **Unsubmit All ASR Forms** button on the **Navigation Screen**.
  - Use the **Edit** buttons to access the form(s) you need to change.
  - When you're finished editing each form, click **Ready to Submit**.
  - When you've finished editing all your form(s), click the **Ready to Submit All ASR Forms** button to complete the certification and submission process.

Navigation Screen

- Remember to save or print copies of final certified ASR forms for your PWS files

ASR Feedback Report

- Reports as an attachment to the submission confirmation email and available on ASR Website
- Used by utilities to correct errors in their reports
- Intended to help utilities and Department of Health staff evaluate the effectiveness of Cross-Connection Control program efforts

ASR Feedback Report *(Continued)*

- Displays historical annual data for:
  - Status of Written CCC Program
  - CCC for Severe Health Hazard Facilities
  - CCC for High-Hazard Premises
  - Backflow Preventer Inspection and Testing Data
  - Hazard Surveys
  - Backflow Incidents, Risk Factors, and Indicators

Status of Written CCC Program

Reporting Year	Year Last Updated	Percentage of Elements in the Written Program	Percentage of Elements Implemented
2023	01/01/2021	100%	100%
2022	01/01/2021	100%	100%
2021	01/01/2021	100%	100%
2020	05/18/2006	100%	100%
2019	05/18/2006	100%	100%

PWS's are expected to have complete written programs and full implementation (WAC 246-290-490(3)). Written CCC Program must be updated at least every 10 years.

CCC for Severe Health Hazard Facilities

Reporting Year	Number Served	Protected	Unprotected	Percent Protected
2023	5	4	1	80%
2022	5	4	1	80%
2021	5	4	1	80%
2020	5	4	1	80%
2019	4	4	0	100%

PWS's are expected to have 100% protection of Severe Health Hazard Premises (WAC 246-290-490(4)).

CCC for High-Hazard Premises

Reporting Year	Number Served	Protected by AG or RP	Exceptions Granted	Unprotected	Percent Protected
2023	1181	956	95	130	88%
2022	1135	933	91	111	89%
2021	1076	887	85	104	89%
2020	1014	778	78	158	83%
2019	798	579	46	173	76%

PWS's are expected to have 100% protection of High Hazard Premises (WAC 246-290-490(4)).

Backflow Preventer Inspection and Testing Data

Reporting Year	Number of Assemblies	Assemblies Tested	New Percentage Tested and Inspected
2023	36133	31148	86%
2022	35365	31029	87%
2021	34610	29705	85%
2020	32848	29034	88%
2019	31537	29148	92%

Inspection and testing of backflow assemblies, air gaps, and AVB's is vital for proper operation and protection (WAC 246-290-490(7)). Public Health performance goal is 100% testing.

Hazard Surveys

Reporting Year	Number of Connections	On-Site Surveys	Questionnaires	Percentage of Connections Evaluated
2023	210834	540	0	1%
2022	212956	540	0	1%
2021	215593	381	0	1%
2020	211988	378	0	1%
2019	210527	860	0	1%

Periodic hazard evaluations are vital to ensure backflow protection is commensurate to the degree of hazard (WAC 246-290-490(3)(c)). Hazard survey frequency is specified in the CCC Program.

Backflow Incidents, Risk Factors, and Indicators

Reporting Year	Backflow Incidents	Main Breaks / 100 Miles	Low-Pressure Events	Water Outages
2023	0	4.50	369	369
2022	0	4.50	369	369
2021	0	6.90	377	377
2020	0	4.81	301	301
2019	1	6.70	270	270

Increased frequency of backflow incidents, risk factors, and indicators may determine changes in maintenance practices or operational strategies.

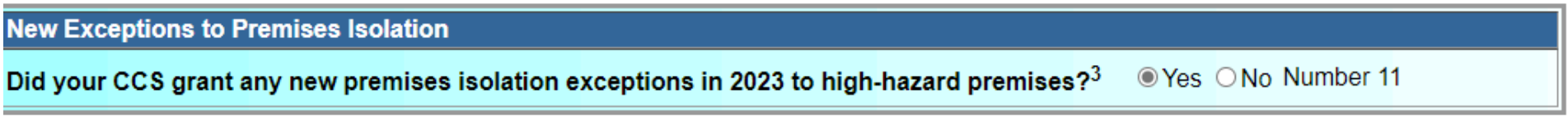
ASR Helpful Hints

ASR Helpful Hints

- To avoid data loss, don't let your session time out
- Make sure data is accurate, complete, and logical (within and between forms)
- Save (or print copies) of your final forms
- Call or email me if have any problems!
- This is a publicly disclosable document!

ASR Helpful Hints

- Unsubmitting all forms
- Use the comment section early and often.
- Use multiple email addresses
- Part 4B of Blue form. If you answer "No" to any questions, the website will gray out the related number fields



ASR Helpful Hints

- Table 13 is not all-inclusive
- Can't test more assemblies than you have
- Must have at least as many green forms as indicated number of exemptions granted on the blue form
- Cannot access gray forms unless you indicate you have a severe health hazard facility
- Must have at least as many gray forms as indicated facilities on the blue form.

ASR Helpful Hints

- We base your access to new green forms on your answers to either of the following:
  - Blue form Page 5 Part 4B. If you report that your system granted new premises isolation exceptions in the reporting year, you'll have access to new green forms.
  - Cream form Page 3 Part 1L. If you select the "Yes" radio button on row 2, you'll have access to new green forms. See Q-I-9 form more information on Part 1L of the cream form.

Compliance Activities

2025 High Health Hazard Facilities

- Radioactive/nuclear facilities
- Wastewater treatment plants
- Wastewater pump/lift stations
- Premises with both potable and reclaimed water
- Hospitals
- Day surgery facilities
- Childbirth centers
- Kidney dialysis centers
- Blood and plasma centers
- Mortuaries
- Morgues and autopsy
- Unapproved auxiliary water supplies interconnected
- Dedicated irrigation lines with chemical addition

2026

- Outpatient clinics
- Laboratories
- Veterinarian hospitals and clinics
- Fire protection using chemicals or unapproved auxiliary supplies
- Chemical plants

2027

- Dental clinics
- Food processing facilities
- Beverage bottling plants
- Survey restricted or denied
- Metal plating industries

2028

- Chiropractors
- Alternate Health clinics
- Other medical facilities
- Residential treatment facilities
- Petroleum processing and storage

2029

- Piers and docks
- Commercial laundries/dry cleaners
- Car washes
- Hospice care facilities
- Other

2030

- Agriculture and farms
- Boarding homes
- Nursing homes
- Psychiatric clinics
- Film processing facilities

Bringing in Smaller Systems

Notification, Submittal and Compliance Schedule for New ASR Systems

System Size (connections)	# of PWSs	1-Yr Advance Notice of	Submit ASR	Informal Warning	Table 9 Compliance
750-999	45	2018	2019	2020	2021
500-749	75	2019	2020	2021	2022
250-499	155	2020	2021	2022	2023
100-249	360	2021	2022	2023	2024
Total	635				

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