

## Hello from Wisconsin!

We have been busy communicating with sites and getting them information and supplies for the transition of the Central Analytical Laboratory from Illinois (ICAL) to Wisconsin (WCAL). Please see below for a summary of the transition details by network.

### NTN

#### **NTN Transition Dates:**

- The sample collected from MAY 29<sup>TH</sup> – JUNE 5<sup>TH</sup>, 2018 AND ALL SUBSEQUENT SAMPLES are to be sent to Wisconsin.

#### SAMPLE Shipping Address:

NADP Central Analytical Laboratory  
WI State Laboratory of Hygiene – **Sample Receiving**  
2601 Agriculture Drive  
Madison, WI 53718

- PRIOR TO JUNE 1<sup>ST</sup>, 2018 send dirty supplies to Illinois as you have been doing. JUNE 1<sup>ST</sup>, 2018 AND BEYOND, please send your dirty supplies to Wisconsin.

#### SUPPLY Shipping Address:

NADP Central Analytical Laboratory  
WI State Laboratory of Hygiene – **Supply Receiving**  
465 Henry Mall  
Madison, WI 53706

#### **NTN Transition Materials/Communications:**

- A transition memo was created by WCAL and sent to ICAL to be included in every supply box sent out by ICAL between late April and June 1<sup>ST</sup>.
- A package of transition supplies was sent to each NTN site on May 2<sup>ND</sup>. The package included a detailed memo containing transition information and instructions, WCAL address labels, dry sample envelopes, and sample/FORF barcode labels.

- There are **two** sets of labels – one set for **Sample** shipping and one set for **Supply** shipping. **See above for the dates to start using these labels.**
  - Use the Sample and Supply boxes that you have on hand.
  - **Sample** box labels – Cover the ICAL addresses on each side of your sample box with these labels before sending out your sample. Starting in June, the sample boxes you receive will have the WI address pre-printed on them.
  - **Supply** box labels – Use these labels for your dirty Supply boxes.
  - If you receive pre-paid labels from your site sponsor, your package did not have WCAL address labels. You will get labels from your site sponsor in time for the transition.
  - A note on **FORFs**: Use up the FORFs that you have on hand; After June 1<sup>st</sup>, the FORFs that you receive will be updated with the WCAL address.
- Dry sample envelopes
  - Use the provided envelopes if you have a dry week starting with the May 29<sup>th</sup> deployment and beyond.
  - After May 29<sup>th</sup>, recycle any dry sample envelopes with the Illinois address.
- Barcode labels
  - This is your new set of labels for the 1L bottle bag and the accompanying FORF. You can start using now, or when your current labels run out
- A follow up email will be sent to each site with a link to a google form to track receipt of the package, confirmation of contact information and a chance for each site to ask questions about the transition. **If you did not receive the package or the email, please call 1-800-952-7353.**
- The responses to the google form will be monitored and addressed as needed.
- Another email will be sent to each NTN site at the end of May to confirm the amount of supplies on hand at each site.

## AMoN

### **AMoN Transition Dates:**

- AMoN Samplers **TAKEN DOWN on May 29<sup>th</sup>** from the May 15 - May 29<sup>th</sup> collection period must be sent to ICAL using their box and labels as normal.
- Samplers **DEPLOYED on May 29<sup>th</sup>** are to be from WCAL even if you have ICAL supplies available. **The samplers DEPLOYED on May 29<sup>th</sup> AND ALL FUTURE SAMPLERS** are to be sent to WCAL for analysis.

NADP Central Analytical Laboratory  
WI State Laboratory of Hygiene – Sample Receiving  
2601 Agriculture Drive  
Madison, WI 53718

- WCAL AMoN supplies, including return shipping labels, will be shipped to all sites on May 18<sup>th</sup>. If you do not receive your WCAL supplies by May 23<sup>rd</sup> please contact WCAL at 1-800-952-7353, or by email at [AMON@slh.wisc.edu](mailto:AMON@slh.wisc.edu).
- In the unlikely event that WCAL supplies are not received before May 29<sup>th</sup>, ICAL supplies can be used for the May 29<sup>th</sup> deployment. If NO ICAL or WCAL supplies are available by May 23<sup>rd</sup>, please contact WCAL at 1-800-952-7353, or by email at [AMON@slh.wisc.edu](mailto:AMON@slh.wisc.edu).
- There will be NO changes to the supply set or the sampling protocol. The field operation will remain identical to that which you have been performing.
- Your WCAL supplies will have pre-paid return labels with the above address.
- Any EXCESS ICAL assembled samplers that you have on hand following the May 29<sup>th</sup> deployment should be sent back to ICAL.

### **AMoN Transition Communications:**

- An email containing the information above will be sent to all sites before May 15<sup>th</sup>.

## **AIRMoN:**

If you have an AIRMoN sampler, you have been contacted directly by the Program Office to discuss the transition. **If you have not been contacted, please call 1-800-952-7353.**

## **MDN:**

NO Changes

## **AMNeT:**

NO Changes

**THANK YOU** for your patience and support during the transition. If you have any questions please call 1-800-952-7353, or email [NTN@slh.wisc.edu](mailto:NTN@slh.wisc.edu) or [AMON@slh.wisc.edu](mailto:AMON@slh.wisc.edu).