Drinking Water Management Plan for Child Care Centers

Peace Lutheran Preschool

Child Care Building Name

DC820067947

Child Care License Number

Rebeca Barclay

Responsible Staff Name

Preschool Director

Responsible Staff Title

734-422-6930

Responsible Staff Phone Number

rbarclay@atpeacewithgod.org

Responsible Staff Email Address

October 31, 2025

Plan Date

November 1, 2026

Update Plan Due-By Date

MI0003930

Public Water System ID (PWSID) (A PWSID is how a water supply is identified)

* A list of PWSIDs is available at Michigan.gov/FilterFirst

The MiLEAP Drinking Water Management Plan (DWMP) is a tool to maintain healthy and safe drinking water in the building throughout the year. This is a template that may be used as the DWMP per the requirements of the Child Care Organizations Act (1973 PA 116). You may use this document or create your own plan, provided it includes all the required elements listed below. Individual forms for each required element may be found at Michigan.gov/FilterFirst.

Retain and utilize the DWMP. The first DWMP must be developed by January 24, 2025, and updated at a minimum of every 5 years. Upon request, the DWMP shall be made available to MiLEAP, staff, parents and guardians, and the public.

The DWMP must include the following required elements:

1. The location of each consumptive water outlet (drinking, as a component of a food or beverage, rinsing foods, brushing teeth, making baby formula):
    a. Location of filtered bottle-filling station.
    b. Location of filtered faucet (kitchens, nurse stations, preschool classrooms, teacher lounges).
    c. Location of filtered pitchers.
    d. Location of unfiltered drinking fountains or unfiltered faucets, with a conspicuous sign stating the water is unfiltered and could contain lead.
    e. Location of drinking water from water delivery service.
2. The location where a water outlet will be maintained for purposes other than described above (non-consumptive fixtures).
3. The location where a water outlet will be shut off or rendered permanently inoperable.
4. A schedule for when each of the following will occur:
    a. Water sampling and testing of filtered water at each filtered bottle-filling station and filtered faucet every two years.
    b. Regular replacement of the filter cartridge for each filtered bottle-filling station and filtered faucet in compliance with the manufacturer's instructions or recommendations of the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Contents

General Information

Key Terms:

Bubbler Fixture: a fixture on a drinking water fountain/water cooler through which water is forced up in a small arc from a nozzle that allows an individual to drink from the arc directly.

Consumption Water: Water used for drinking, component of food or beverage, or brushing teeth, rinsing food, and making baby formula.

Department: the Department of Lifelong Education, Advancement, and Potential (MiLEAP)

Drinking Fountain: an un-chilled plumbing fixture that is connected to the potable water distribution system and drainage system that allows a user to obtain a drink directly from a stream of flowing water without the use of any accessory.

Faucet: a valve end of a water pipe by which water is drawn from or held within the pipe.

Filtered Bottle-filling Station (also known as Hydration Station): an apparatus that is connected to building plumbing, filters water, is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal, has a light or other device to indicate filter cartridge performance, is designed to fill drinking bottles or other containers used for personal water consumption, and has a bubbler fixture that allows the user to drink directly from a stream of flowing water without the use of any accessory.

Filtered Faucet: a faucet that includes at the point of use a filter that is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal and has a light or other device to indicate filter cartridge performance.

Filtered Pitcher: a container used for holding and pouring liquids that at the point of use includes a filter that is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal.

First Draw: the first 250 mL sample of water from a fixture after at least an 8-hour stagnation period.

Fund: school and child care center clean drinking water fund created in section 11 of PA 0154.

Water Cooler: a plumbing fixture that chills the water and is connected to the potable water distribution system and drainage system that allows a user to obtain a drink directly from a stream of flowing water without the use of any accessory.

Water Delivery Service: a service that delivers drinking water to a child care center and provides drinking water that meets the standards of the safe drinking water act, 42 USC 300f to 300j-25.

Acronyms:

DWMP.....Drinking Water Management Plan

EGLE.....Michigan Department of Environment, Great Lakes, and Energy

MiLEAP..... Michigan Department of Lifelong Education, Advancement, and Potential

mg/L .....Milligrams per liter (lab sample measure, same as one part per million)

NSF/ANSI 42....National standard for particulate removal

NSF/ANSI 53....National standard for lead reduction (must specify for lead)

PN .....Public Test Result Notification

POE .....Point of Entry (location the water enters the building)

POU .....Point of Use (the end of a faucet)

ppb.....Parts per billion (one part per billion of volume of a water sample)

ppm .....Parts per million (one part per million of volume of a water sample)

PWSID..... Public Water Supply ID

µg/L .....Micrograms per liter (lab sample measure, same as one ppb)

Maintenance Categories:

Preventive Maintenance: Planned and carried out on a regular basis to maintain and keep infrastructure in good condition.

Corrective Maintenance: Replacing or repairing something done incorrectly or needing change for improvement.

Emergency Maintenance: Reaction to a crisis or public complaints normally due to failure, malfunction, or breakdown of plumbing/equipment.

Periodic Maintenance: Infrequent actions needed, for example biannual, once in five years, etc.

Roles and Responsibilities:

List the names of the staff or third-party contractors who play a role or have responsibilities for following and executing the DWMP. May include contacts for filters, filtered pitchers, filtered bottle fill station manufacturers/distributors, and water delivery services.

Person's Name	Title or Company	Phone Number	Email Address	Role or Responsibility
Becky Barclay	Preschool Director	734-422-6930	rbarclay@atpeacewithgod.org	
Erica Gorsegner	Principal	734-422-6930	admin@atpeacewithgod.org	
Ken Oetzel	Board of Prop. & Maint. Chairman	734-280-1254	kenoetzel@gmail.com	

Comments:

Fixture Identification Code Development Guidelines:

It is important to follow these guidelines to generate a unique fixture identification code (Fixture ID) for each fixture used for consumption to support: quick identification, fixture maintenance, sampling, matching test results to the sample, and reporting to MiLEAP and EGLE when necessary (Note: adhering to this coding system now will save time in the future when reporting to an on-line electronic data collection system, will promote consistency, and reduce sample confusion). The following table lists the fixture type codes that are used for compliance sampling and reporting purposes.

Table 1: Fixture Type Codes

Code	Fixture Type
B	Bubbler outlet on the bottle fill unit (hydration station)
BF	Bottle fill outlet
CF	Classroom faucet
DF	Drinking Fountain
IM	Ice machine
KF	Kitchen faucet
KK	Kitchen kettle-fill
NS	Nurses sink faucet
OT	Other faucet used for consumption (in a break room, office, library, etc.)
RF	Restroom faucet (used for consumption)
SC	Service Connection (Tap closest to the service line)
TL	Teachers' lounge faucet
WC	Water Cooler (plug-in chiller unit/ refrigerated unit)

Generating the fixture identification code:

The Fixture ID should be long enough to identify the building, location, and fixture type, but not too long that the laboratory reporting cuts off some of the code (maximum of 30). The Fixture ID is created as follows:

1. The Fixture ID code starts with 2-3 letters for the building name.
    a. Example: Top Notch Childcare = TNC
    b. Example: Happy Place = HP
2. The middle part of the Fixture ID code is the location.
    a. Example: Room 110 = 110
    b. Example: West wall of the Gym = WGym
    c. Example: East wall of the Gym = EGym
    d. Example: Second floor hallway by room 201 = 2FH201 or 201HALL
3. The last part of the Fixture ID code is the fixture type found on Table 1 above. Adhering to these codes is needed for reporting consistency and statistical analysis.

If following the EGLE coding system, dashes in between the three sections must be used. Below are examples of complete Fixture ID codes for some fixtures in one building:

1. TNC-110-CF
2. TNC-WGYM-BF
3. TNC-WGYM-B
4. TNC-2FH201-BF
5. TNC-2FH201-B
6. TNC-KIT-KF
7. TNC-KIT-IM
8. TNC-150-TL
9. TNC-100-NS

Example for bottle-filling stations (include a bottle-filling outlet and bubbler outlet)

1. TNC-BF1-BF (bottle fill) and
2. TNC-BF1-WC
3. TNC-BF1WC2-WC (if there is an ADA compliant cooler next to the station).

If you have multiple bottle fill units in the building halls, the middle part of the code can designate the unit number, starting with the unit closest to the water point of entry into the building.

1. TNC-BF1-BF & TNC-BF1-WC
2. TNC-BF2-BF & TNC-BF2-WC
3. TNC-BF3-BF & TNC-BF3-WC

Forms (retain until updated or 5-year revision – submit only if requested by EGLE or MiLEAP)

Separate inventory sheets can be found at Michigan.gov/SchoolWater.

Consumptive Fixture Inventory:

Filter First requires every consumptive fixture in a building to be identified and location recorded. The category of each consumptive fixture should be specified as a filtered bottle-filling station, filtered faucet, or unfiltered drinking fountain/faucet. "Number" is the order of sampling starting at the fixture closest to the water POE into the building. List here, include additional pages if needed, update as needed and keep a copy for your records.

Table 2: Filtered and Unfiltered Consumptive Fixture Inventory **Program Year: 2025-26**

Number	Fixture ID Code	Fixture Location	Filter Brand & Model #	Category of Fixture
Ex: 1	*TNC-100-CF*	*Preschool room 100*	*ABC FM-2000B*	*Filtered faucet*
Ex: 2	*TNC-2H-BF*	*2nd floor hall by room 203*	*XYZ FM-2000A*	*Filtered bottle-filling station*
Ex: 3	*TNC-101-TL*	*Room 101 teacher lounge*	*No Filter*	*Unfiltered faucet*
1	PLP-KIT-KF	Kitchen	Brita Water Pitcher	Filtered Faucet

Number	Fixture ID Code	Fixture Location	Filter Brand & Model #	Category of Fixture

Water Delivery Service Inventory:

Filter First requires the DWMP to identify the locations where drinking water from a water delivery service will be maintained. List here, include additional pages if needed, update as needed and keep a copy for your records.

Table 3: Water Delivery Inventory **Program Year: 2025-26**

Number	Description of Service	Fixture Location
Ex: 1	*Culligan Bottle Dispenser*	*Kitchen*

Non-Consumptive Fixture Inventory:

Filter First requires every non-consumptive fixture in a building to be identified and recorded. Specify the location where a water outlet will be maintained for purposes other than drinking or addition to food or beverages. “Number” is the order of fixtures starting with the fixture closest to the water POE into the building. Include additional pages if needed, update as needed and keep a copy for your records.

Table4 : Non-Consumptive Fixture Inventory **Program Year: 2025-26**

Number	Fixture Location (room # or description)
Ex: 1	*Hand sink faucet in classroom 203 (handwashing only sign posted)*
1	Utility Sink *(unfiltered faucet sign posted)*
2	Hand Sink in Teachers Bathroom *(handwashing only sign posted)*
3	Student Bathroom Sink East *(handwashing only sign posted)*
4	Student Bathroom Sink West *(handwashing only sign posted)*
5	Outdoor Spout on Backside of House

Number	Fixture Location (room # or description)

Fixtures That Will Be Shut off or Rendered Permanently Inoperable:

Filter First requires a list of the location where a water outlet will be shut off or rendered permanently inoperable.

Table 5: Fixture Not in Use **Program Year: 2025-26**

Number	Fixture Location (room # or description)
Ex: 1	*Bubbler in classroom 123 – water line shut off, will be permanently removed on 6/15/24*

Filter Maintenance Schedule:

Filter First requires a filter maintenance schedule. Use this form to track filter maintenance. Drinking water filters are to be checked weekly to be sure they are operational, and the green status light is on. Filters/cartridges must be replaced according to manufacturer's recommendations or if the RED filter status light is showing. Record the date and initials of the person who replaced the filter or cartridge.

Table 6: Filter Maintenance Schedule **Program Year: 2025-26**

Fixture ID Code	Filter Cartridge Model	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials

Fixture ID Code	Filter Cartridge Model	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials	Filter or Cartridge Replace Date	Initials

Sampling Schedule:

Water sampling and testing of the filtered water at each filtered bottle-filling station and filtered faucet is required by Filter First. Proper sampling procedures must be followed. Sampling instructions can be found in the Appendix. Retain all results for a minimum of 3 years and provide to MiLEAP, EGLE, parents and guardians, staff, and the public upon request.

Results that are greater than 5 ppb (0.005 mg/L or 5 ug/L) SHALL be submitted to MiLEAP and EGLE within 30 days of facility receipt of the results to the MiLEAP Child Care Licensing email MiLEAP-CCLB-FilterFirst@michigan.gov and to EGLE School & Child Care Water email EGLE-DWEHD-FilterFirst@michigan.gov and reported to families . Repeat results that are 1-5 ppb (0.001-0.005 mg/L or 1-5 ug/L) shall also be submitted along with the make/model of filter and/or filter bottle-filling station. Check the result box for the unit reported by the laboratory.

Table 7: Sampling Schedule **Program Year: 2025-26**

Number	Fixture ID Code	Date Sampled	Sample Result ☐ mg/L or ☐ ug/L	Repeat Sample Date (if needed)	Repeat Result ☐ mg/L or ☐ ug/L
Ex: 1	*TNC-100-CF*	*3/1/23*	*0*		
Ex: 2	*TNC-101 CF*	*3/1/23*	*3*	*4/1/23*	*0*

Number	Fixture ID Code	Date Sampled	Sample Result ☐ mg/L or ☐ ug/L	Repeat Sample Date (if needed)	Repeat Result ☐ mg/L or ☐ ug/L

Appendix A: Summary of the Filter First requirements

These are the main regulatory elements of Filter First.

1. **Drinking Water Management Plan (Plan)**
    a. Within 15 months after the effective date of this act (by January 24, 2025), each child care center shall develop a drinking water management plan. The DWMP shall:
        i. Be available upon request to MiLEAP, EGLE, staff, parents/guardians, and public.
        ii. Be reviewed and updated as needed, at least once every 5 years.
        iii. Specify location of all water outlets used for human consumption.
            1. Specify location of filtered bottle-filling station
            2. Specify location of filtered faucets.
            3. Specify location of filtered pitchers.
            4. Specify location of unfiltered drinking fountains or unfiltered faucets, with a conspicuous sign stating the water is unfiltered and could contain lead.
            5. Specify location of drinking water from a water delivery service is maintained.
        iv. Specify location of all water outlets not used for consumption.
        v. Specify location of water outlets that are shut off or rendered permanently inoperable.
        vi. Develop a schedule for the regular replacement of the filter/filter cartridges for each filtered bottle-filling station, filtered faucet, and filtered pitcher.
        vii. Develop a schedule for sampling and testing of the filtered bottle-filling stations and filtered faucets for lead.

2. **Testing for Lead**
    a. Every filtered water outlet shall be sampled (through the filter) for lead every two years starting from the date filters have been installed and tested at a laboratory certified to analyze for lead.
    b. Laboratory test results shall be available upon request and retained for at least 3 years.

c. The following actions are to be taken upon review of the test results:
    i. Test results not detecting lead (0 mg/L or 0 ug/L):
        1. Record and file the results.
        2. Share upon request.
    ii. Test results detecting lead 1-5 ppb (0.001 - 0.005 mg/L or 1-5 ug/L):
        1. Immediately check status of filter(s).
        2. Replace filter/cartridge if status light is yellow or red.
        3. Ensure the filter is properly installed.
        4. Resample and retest.
        5. If re-test result is 1-5 ppb (0.001 - 0.005 mg/L or 1-5 ug/L):
            a. Send copy of result & make/model of filter to MiLEAP and EGLE.
            b. Consult with EGLE or filter manufacturer.
    iii. Test results detecting more than 5 ppb (>0.005 mg/L or 5 ug/L):
        1. Immediately shut off or render the water outlet inoperable.
        2. Post a conspicuous sign near the outlet stating it is inoperable because of high lead concentration. Maintain the sign until actions have been taken to reduce the risk.
        3. Replace the filter/cartridge.
        4. Resample and retest the filtered water.
        5. Return the outlet to service if re-test result is not more than 5 ppb of lead.
            a. If result is 1-5 ppb, follow 2cii above.
            b. If result is >5 ppb, complete all the following:
                i. Within 30 days after receiving the test results:
                    1. Send a copy of test result(s) to MiLEAP and EGLE.
                    2. Send a notice to staff and parents/guardians which includes the amount of lead found in the water and information, provided by EGLE, on the health effects of lead exposure and ways to reduce childhood lead exposure.
                ii. Develop a remediation plan in consultation with MiLEAP and EGLE. The drinking water management plan must be updated to incorporate the remediation plan.

3. **By October 24, 2025, the child care center shall:**
    a. Post a conspicuous sign near each water outlet and drinking fountain indicating whether the outlet is intended to provide water for human consumption. If the water outlet or drinking fountain is intended to provide water for human consumption but is unfiltered, the sign must also state that the water is unfiltered and could contain lead.
    b. Ensure that any water furnished to children for human consumption by the child care center is from a filtered faucet or other filtered source and is certified to meet NSF/ANSI standard 53 for lead reduction and NSF/ANSI standard 42 for particulate removal, or from a water delivery service.
    c. Make the results of all water sampling and testing available to the public and notify the families of each child enrolled in the center.

Appendix B: Water Sampling Guidance & Instructions

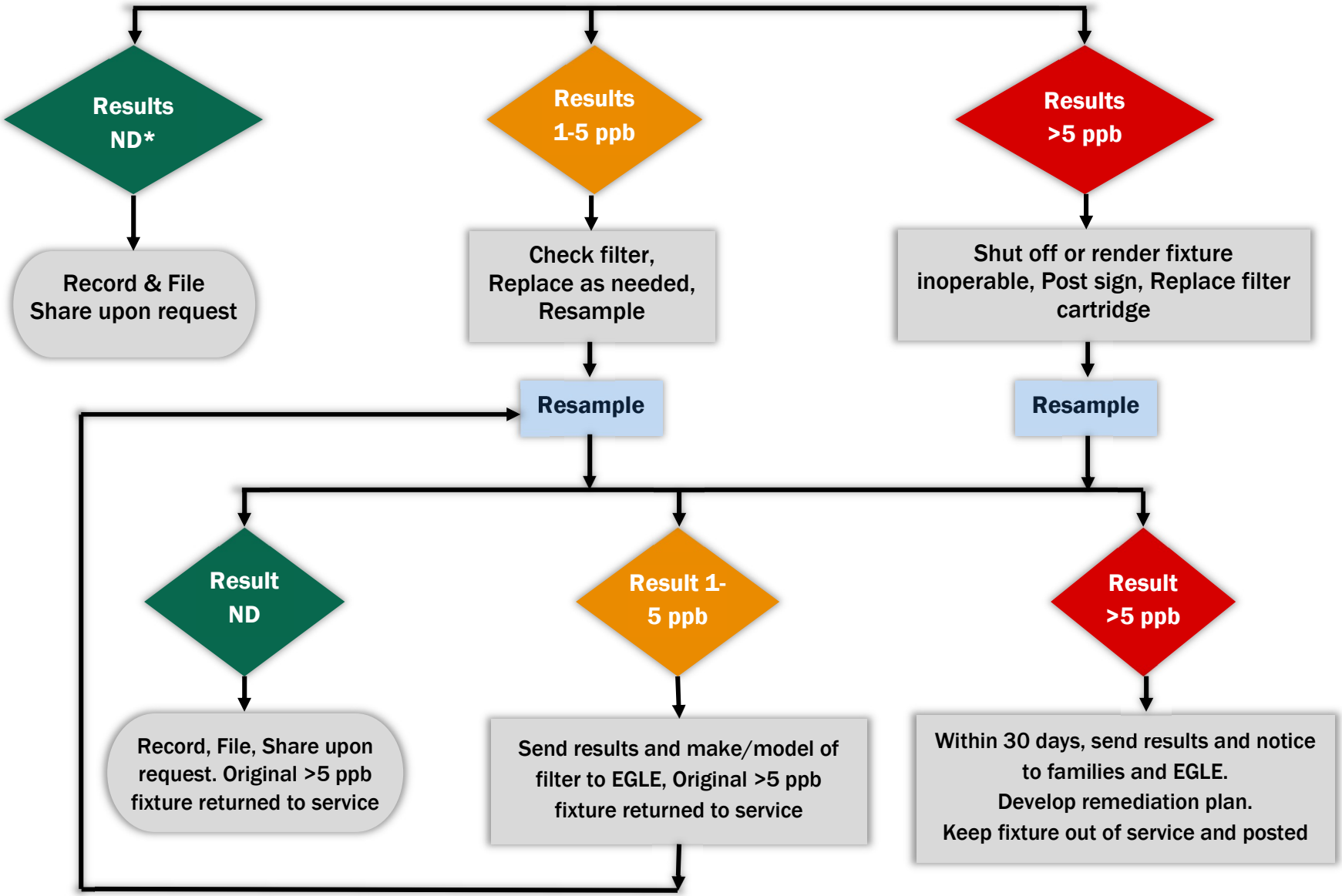
Filter First requirements in The Child Care Organizations Act require child care center sampling at all filtered fixtures every two years.

1. To ensure sample results represent typical daily use, do not collect the routine sample immediately after replacing the filter cartridge.
2. Develop a unique Fixture Identification Code for each consumptive fixture per instructions on pages 7-8 above.
3. Obtain 250 ml wide-mouth sample bottles from the laboratory that will be testing the sample(s).
4. Prevent water use in the building for at least 8 hours prior to sample collection.
    a. Notify all staff and building users (external groups)
    b. Post signs or bag fixtures, lock building, lock rooms.
    c. Do not allow water use during sample collection. That includes flushing toilets, handwashing, cleaning.
    d. Do not collect samples or send them to the laboratory if water has been used.
5. Collect the **first draw** of filtered water in a 250 mL sample bottle.
    a. Do not let the water run before collection.
    b. Record information and complete all necessary forms:
        i. Laboratory chain-of-custody form, and
        ii. Drinking Water Management Plan (Sampling Schedule: “Table 7”)
    c. Each filtered fixture may be sampled on the same day.
6. Samples must be delivered to a drinking water laboratory (lab) certified for lead and copper testing for the approved EPA method. A list of certified labs can be found at: Lead-Copper-Certifications.pdf (michigan.gov).
    a. Get the samples to the lab as soon as possible. May be mailed or hand delivered.
    b. Samples must be received by the lab within 14 days of sample collection.

Some labs report the test results in milligrams per liter (mg/L) and some in micrograms per liter (ug/L). Make sure to check the appropriate unit of measure reported by the lab in table 7 (Sampling Schedule: “Table 7”).

Immediate action is required by law if the test result is greater than 5 ug/L (5 ppb) or 0.005 mg/L (0.005 ppm).
Note: 5 ug/L is the same as 5 parts per billion (5 ppb).

Results greater than 5 ppb or 0.005 ppm SHALL be **submitted to MiLEAP and EGLE within 30 day**s of facility receipt of the results and notice provided to families and staff.



*ND = Not Detected