

# DMR-QA Reporting – An eDATA Refresher

**Brian Stringer**

*Proficiency Testing Technical Specialist*

# Webinar survey – your feedback is appreciated!

The screenshot displays a webinar interface with several windows:

- Q&A (250 characters max):** A window for asking questions. It contains a blue callout box that says "You can type your questions here anytime during the presentation." Below it is a text input field labeled "Enter your question" and a "Submit" button.
- Slides:** The main presentation window. The current slide is titled "DMR-QA Reporting – An eDATA Refresher" and features the Waters™ | ERA logo and a speaker bio for Brian Stringer, Proficiency Testing Technical Specialist at ERA.
- Speaker Bio:** A window showing a profile for Brian Stringer, including a photo and a link to "See Brian Stringer Bio".
- Survey:** A window titled "Webinar Survey - Thank you for attending!". It includes a message: "We value your feedback! Please take a few seconds to tell us how you liked this webinar." and a survey question: "\* 1. I would like me to contact me about Waters/ERA products and services if I have a Waters/ERA representative contact me". Below the question is a dropdown menu labeled "Select a Choice".
- Resource List:** A window listing resources: "DMR-QA Products", "DMR-QA Support", "DMR-QA FAQs", and "eDATA How-to Video: Change your Permittee Contact". A blue callout box points to this window, saying "Gain access to the different resources."
- Media Player:** A window at the bottom center showing a video player with a play button, a progress bar, and a "0:00" timestamp.

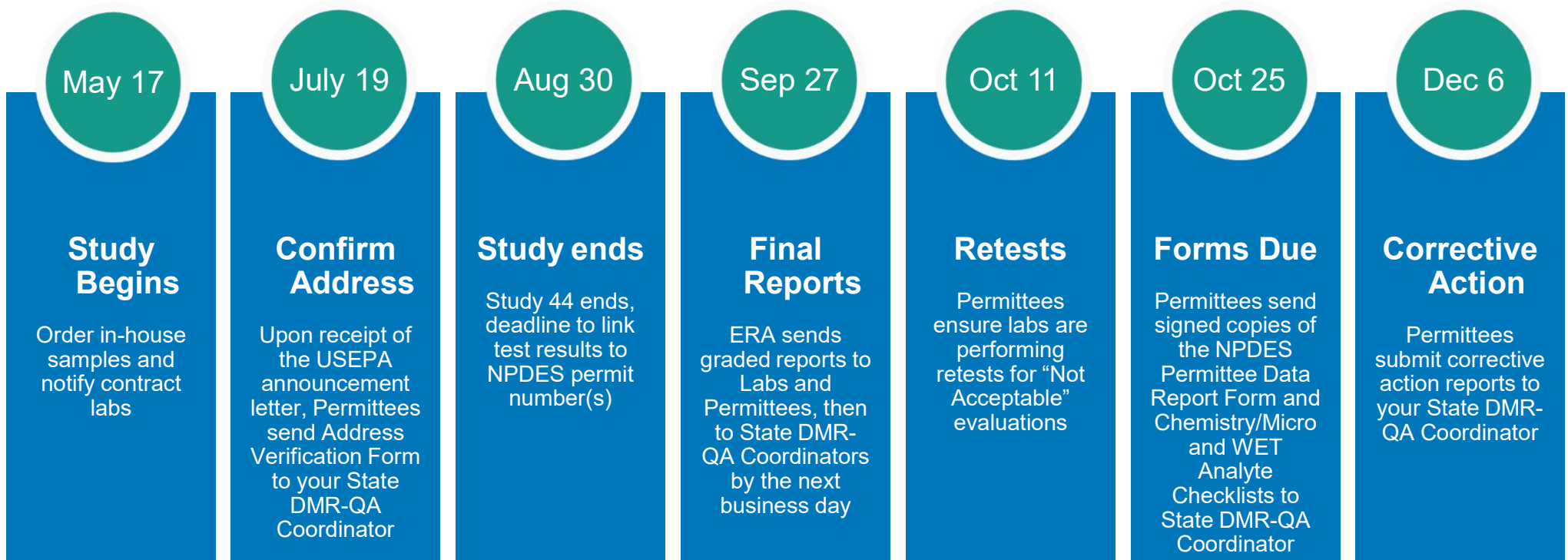
A large blue callout box on the right side of the survey window says: "Please take a few seconds to fill out this survey, which will help us better understand your needs and improve our future webinars."

## eDATA Refresher

*Report DMR-QA results successfully*

- Key Learning Topics
  - Logging into and entering study results into eDATA
  - Releasing results to NPDES permittees
  - How to avoid common reporting errors
  - Corrective Action
- Speaker – Brian Stringer
  - Proficiency Testing Technical Specialist

# Key DMR-QA 44 Dates



## WP studies meet DMR-QA 44 requirements

2024 Study	Opens	Closes
WP-348	January 16	March 1
WP-349	February 12	March 28
WP-350	March 11	April 25
WP-351	April 15	May 30
WP-352	May 13	June 27
WP-353	June 10	July 25
WP-354	July 15	Aug 29

- Report WP results by the close of the WP study
- WP graded reports are issued within 2 business days
- WP study must close by August 30, 2024

## Avoid common reporting errors

You know how to perform the test, now let's report the correct results

- Read the instructions sent with the samples
  - They includes storage requirements, dilution instructions and reporting information
- Review Data Reporting Forms before starting your analysis
  - Concentration Ranges show the manufacturing range for each analyte
  - Note the reporting units for each analyte, such as mg/L or µg/L
- Report results that are for tests:
  - Performed at your in-house lab
  - On your NPDES permit
  - On the WET or Chemistry/Microbiology Analyte Checklists

## Avoid common reporting errors





- Report results for the correct analyte
  - Demand (BOD, CBOD, COD or TOC)
  - Solids (TSS, TDS or TS)
  - Wastewater Coliforms (Total Coliforms, Fecal Coliforms or E.coli)  
(MF vs. MPN-Multiple Well vs. MPN-Multiple Tube)
- Report results from the PT standard (DMR-QA or WP) and not from QC samples
  - Labels for PT standards have a green edge, list the study number (DMR-QA or WP) and the lot number
  - Labels for QC samples have a blue edge, the name “QC”, and list the lot number (which should match the Certificates of Analysis you received with the samples)
- Report your results on time
  - That could be the close date of the DMR-QA study or a WP

## Logging in to eDATA

- Go to [www.eraqc.com](http://www.eraqc.com) and click on the blue “eDATA login” link at the top, then select the “eDATA login” button
- Enter your Username and Password
- Don’t remember your password? Use the Create/Reset ERA Password on the right
- If you don’t remember your Username, are new to eDATA, or have any trouble logging in, call us at 1-800-372-0122 and select option 2 for PT Reporting
- To update the contacts on your account, go to your customer number in the upper right, select Customer Information, then expand the Contacts section



## Updating contact information

Name	Title	Work Phone Number	Email Address	Primary	Role	Edit	Delete
Brian Stringer	Technical Specialist	(800) 372-0122	Interlabgroup@waters.com	L/P	Administrator		
Quality Manager	QA Manager	(800) 372-0122	Quality@demo.na		Administrator		

[Add a new Contact](#)

- The primary lab contact has the letter “L” under Primary
- The primary NPDES permittee contact has the letter “P”
- If you don’t see anything under Role, select the blue Edit pencil
  - Enter a Username, not the customer # or full email address
- Select a Role (Permission level)
  - Administrator can enter data and delete or add contacts
- Select Save to receive an email to reset your password

# The Home Page



Studies

Reports

Statistics


Resources

DMR-QA

Search for studies

ERA IT Test  
E438859

**Study closing in 39 days**

 **DMR-QA 44**  
(5/17/2024 - 8/2/2024)

Progress to-date

**START**

**DMR-QA 44  
NOW OPEN**

**PFAS Secondary Source Standards**

Wastewater, Drinking Water,  
and Solids

AVAILABLE NOW

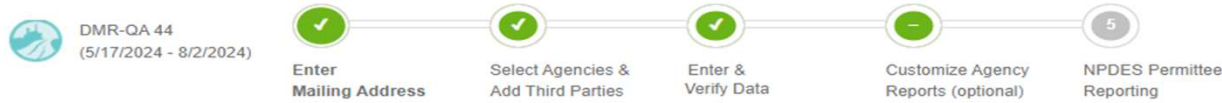
[ NEW PRODUCTS ]

Waters™ | ERA

Welcome to eDATA™

# Step 1 – Verifying your information

Enter Mailing Address



**Contact Information**

Existing Contacts  
Stringer, Brian

First Name: Brian  
Middle Name:   
Last Name: Stringer  
Title: Technical Specialist  
Phone Number: (800) 372-0122

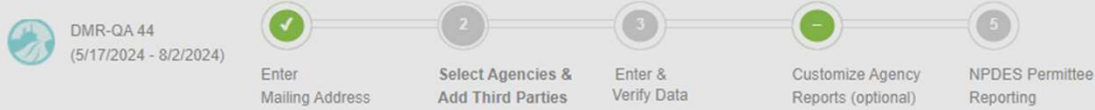
Fax Number:   
Email Address: Interlabgroup@waters.com  
EPA Lab ID: C999999  
Receive Final Reports: PDF Only

- Read the pop-up statement and answer “Okay”
  - Note: this is the Lab contact, not necessarily the DMR-QA permittee report contact
  - Make any changes or select a new contact
  - Select the green “Save & Continue” button

# Step 2 – Selecting Agencies

Home > Open Studies > Enter Mailing Address > Select Agencies & Add Third Parties

## Select Agencies & Add Third Parties



### Agency Selection

### Select previously chosen agencies

Reporting to DMR-QA Coordinator Only

+ Add more agencies

+ Add third party

### Agencies & Third Parties

The states listed on this page will accept laboratories' DMRQA results to satisfy state WP or Wastewater accreditation. If you would like ERA to send your results to one of these states, click the box to the left of the state and then click the "Save & Continue" Button or select "Reporting to DMR-QA Coordinator only" to continue to Step 3 - Enter Data.

Okay

Company	State	Edit	Delete
Environmental Lab	CO		

SAVE & CONTINUE

## Step 2 – Selecting Agencies

- If you hold state lab accreditation, check the box by your state
  - If this is your first study, search for your state under “Add more agencies”
  - If your state is not listed, it means they don’t use the DMR-QA study for state certification
- If you are using DMR-QA 44 to meet your DMR-QA requirements only, simply check “Reporting to DMR-QA Coordinator Only”
- If you are using a WP study to meet your DMR-QA requirements only, simply check “No agencies required”
- Select the green “Save & Continue” button

# Step 3 – Enter & Submit Data (Enrolled Standards List)



Studies

Reports

Statistics

Resources

DMR-QA

Search for studies

ERA IT Test  
E438859

Home > Open Studies > Enter Mailing Address > Select Agencies & Add Third Parties > Enter Data

## Enrolled Standards



DMR-QA 44  
(5/17/2024 - 8/2/2024)



Enter  
Mailing Address



Select Agencies &  
Add Third Parties



Enter &  
Verify Data



Customize Agency  
Reports (optional)



NPDES Permittee  
Reporting

NOTE: All standards with check marks are saved and submitted. You will still be able to make changes to the results and save them until the study closes. For Quik Response or SSAS projects you must complete the evaluate and report step to close the study and receive your report.

CSV DATA UPLOAD

Filter by

<input checked="" type="checkbox"/> <a href="#">Hardness (cat# 580)</a>	Verify Data	<input checked="" type="checkbox"/> <a href="#">Demand (cat# 578)</a>	Verify Data
<input checked="" type="checkbox"/> <a href="#">pH (cat# 577)</a>	Verify Data	<input checked="" type="checkbox"/> <a href="#">Total Residual Chlorine (cat# 587)</a>	Verify Data

RETURN TO OPEN STUDIES

# Entering test results



Search for studies

ERA IT Test  
E438859

Home > Open Studies > Enter Mailing Address > Select Agencies & Add Third Parties > Enter Data > pH (cat# 577)

## Data Entry

DMR-QA 44 (5/17/2024 - 8/2/2024) > pH (cat# 577)

+ Add a new method Copy this method Delete this method

### Method Title

Method 1

Check if NELAC code is not required  Report Data by Analyte  Report Data by Standard

Show More

Method	Rev/Edition	NELAC Code	Tech Key	Analysis Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

No.	Analyte	Signs	Datapoint	Unit	Concentration Range	Late/Revised <a href="#">Revise All</a>
1900	pH		<input type="text"/>	S.U.	5.00 - 10.0	<a href="#">Revise</a>

RETURN TO STANDARDS LIST

VERIFY DATA

VIEW SUMMARY

SAVE

## Entering methods into eDATA

- Click in the Method box (not the Method Title box)
- Look for your method in the list, or type a little to narrow the search
- Standard Methods (SM) are listed two ways
  - Pick the method with the revision year
    - Such as SM 4500-H+ B-2011
    - This will put the year in the Rev/Edition box
  - Or pick the one without the year
    - Such as SM4500-H+ B
    - This populate the Rev/Edition with “online”
    - Click in the Rev/Edition box to select the Edition you want, such as 22<sup>nd</sup> ED 2011

Method

Rev/Edition

1900

Signs

ASTM D1293-84

ASTM D1293-90A

ASTM D1293-99A

ASTM D1293-99B

EPA 150.1

EPA 150.2

EPA 9040

EPA 9040A

EPA 9040B

EPA 9040C

SM 4500-H+ B-1996

SM 4500-H+ B-2000

SM 4500-H+ B-2011

SM 4500-H+ B-2021

SM4500H+ B

USGS I-1586-85



## Entering methods into eDATA

- If your method is not in the list, you can type anything you want for the method description
  - If you enter your own method, check the box labeled:  
“Check if NELAC code is not required”

Check if NELAC code is not required  Report Data by Analyte  Report Data by Standard

Method:  Rev/Edition:  NELAC Code:  Tech Key:  Analysis Date:

No.	Analyte	Signs	Datapoint	Unit	Concentration Range	Late/Revised	Revise All
1900	pH		<input type="text"/>	S.U.	5.00 - 10.0		<a href="#">Revise</a>

No.	Analyte	Signs	Datapoint	Unit	PTRL	Concentration Range	Method	Rev/Edition	NELAC Code	NELAC Code Opt Out
1530	BOD	<input type="checkbox"/> <	<input type="text"/>	mg/L	4.9	18.0 - 230	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
1555	CBOD	<input type="checkbox"/> <	<input type="text"/>	mg/L	3.1	18.0 - 230	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

- Or check the box labeled:  
“NELAC Code OptOut”

## Entering Analysis Date and Datapoint

- Select your Analysis Date from the drop-down calendar
- Enter your test results in the Datapoint field
  - Don't check the < Sign unless you couldn't detect the analyte
- Review the entered results
  - Did you report on the right line for your test?
  - Is the reported value in the right units?
  - Does your result make sense given the Concentration Ranges?
- Select the green “Save” button
- The pop-up box will say “Your data has been saved. Do you want to go to the list of Standards?”
  - Select Yes

# Enrolled Standards List – after results entered for pH



Studies

Reports

Statistics

Resources

DMR-QA

Search for studies

ERA IT Test  
E438859

Home > Open Studies > Enter Mailing Address > Select Agencies & Add Third Parties > Enter Data

## Enrolled Standards

DMR-QA 44  
(5/17/2024 - 8/2/2024)



Enter  
Mailing Address



Select Agencies &  
Add Third Parties



Enter &  
Verify Data



Customize Agency  
Reports (optional)



NPDES Permittee  
Reporting

NOTE: All standards with check marks are saved and submitted. You will still be able to make changes to the results and save them until the study closes. For Quik Response or SSAS projects you must complete the evaluate and report step to close the study and receive your report.

RELEASE DATA TO YOUR PERMIT

CSV DATA UPLOAD

EMAIL STUDY SUMMARY

VIEW STUDY SUMMARY

Filter by

<a href="#">Hardness (cat# 580)</a>	Verify Data	<a href="#">Demand (cat# 578)</a>	Verify Data
<a href="#">pH (cat# 577)</a>	View Summary    Verify Data	<a href="#">Total Residual Chlorine (cat# 587)</a>	Verify Data

RETURN TO OPEN STUDIES

## Continuing to enter study results

- You can now log out and finish your data entry later or keep going
- To continue with data entry
  - Select another standard
  - Enter the new test results
    - Datapoint
    - Method
    - Analysis Date
  - Select Save
  - Return to the Enrolled Standards list
  - Continue until all standards are green with a checkmark

## Releasing results to your in-house NPDES permit

- You have entered your results, now link them to your NPDES permits
- NPDES permittees performing in-house testing will see a red button labeled **Release Data To Your Permit**
- Option 1 - If you are using this study for your in-house permit only, just hit the red button
  - This will link all your DMR-QA analytes to your in-house permit
  - Step 5 “NPDES Permittee Reporting” is now green with a checkmark
  - Note: the Release button stays red in case you need to use it again
  - Select View Study Summary to see that the permit number is now included
  - You are done!
- Option 2 - If you ran these tests for multiple permittees, or you don't want all your results sent to your DMR-QA Coordinator, go to Step 5 NPDES Permittee Reporting

# Step 5 - NPDES Permittee Reporting

I do not wish to use this data for DMR-QA

**IMPORTANT!** Do not leave this page without releasing the data to any permittees listed in the queue in Step 3. The queue will be cleared if you leave the page without releasing.

Step 1: Select Permittees

Search By:  [ADD](#)

Sort By Name  Sort By NPDESNo

Filter By:

Select	Status	Permittee Number	Permittee
<input type="checkbox"/>	Needs Attention	CO0000001	ERA

[PERMITTEE STATUS REPORT](#)

[LINK ALL ANALYTES TO SELECTED PERMITTEES](#)

[DELETE SELECTED PERMITTEES](#)

[RELEASE SELECTED PERMITTEES](#)

Step 2: Select Analytes

Step 3: Release to Permittee

[RELEASE DATA TO YOUR PERMIT](#) [RETURN TO DATA ENTRY](#)

## Adding NPDES permits

- For new permits, search using the blue **Add** button
  - If found, select them and then hit the Add Permittees button
  - If not found, send an email with the facility name, NPDES permit number, mailing address, physical address, and contact information, to [interlabgroup@eraqc.com](mailto:interlabgroup@eraqc.com)
- You're now ready to release your results using the check boxes and blue buttons at the bottom of the screen

## Releasing all results to a permittee

- To release all your test results to one or more permittees
  - Check the box next to the permit number(s)
  - Select **Link All Analytes to Selected Permittees**
  - Uncheck and then re-check the box(es) next to the permit number(s)
  - Select **Release Selected Permittees**
  
- The status for each permit is now green and says **Released**

Select	Status	Permittee Number	Permittee
All <input type="checkbox"/>			
<input checked="" type="checkbox"/>	Needs Attention	CO0000001	ERA

PERMITTEE STATUS REPORT
LINK ALL ANALYTES TO SELECTED PERMITTEES
DELETE SELECTED PERMITTEES
RELEASE SELECTED PERMITTEES

Select	Status	Permittee Number	Permittee
All <input type="checkbox"/>			
<input type="checkbox"/>	Released	CO0000001	ERA

PERMITTEE STATUS REPORT
LINK ALL ANALYTES TO SELECTED PERMITTEES
DELETE SELECTED PERMITTEES
RELEASE SELECTED PERMITTEES



## Selecting the tests for a permittee

- To release only select test results to permittees
  - Click directly on a permit number (not in the check box)
  - This displays your tests in Step 2
  - Check the tests you want
    - For individual tests
    - Or by using Select All
  - Select **Save & Continue**
  - Select **Add Permittee To Step 3**

### Step 1: Select Permittees

Search By:  **ADD**

Sort By Name  Sort By NPDesNo

Filter By:

Select	Status	Permittee Number	Permittee
<input type="checkbox"/>	Needs Attention	CO0000001	ERA

**PERMITTEE STATUS REPORT**

**LINK ALL ANALYTES TO SELECTED PERMITTEES**

**DELETE SELECTED PERMITTEES**

**RELEASE SELECTED PERMITTEES**

### Step 2: Select Analytes

CO0000001-ERA  
Contact: Cornell  
Address: 16341 Table Mountain Parkway, Golden, CO, 80403  
Phone: (303) 463-3530  
Email: audrey\_cornell@waters.com

Select All	Standard/Analytes	Reported Value	Method Description
<input type="checkbox"/>	<b>Hardness</b>		
<input checked="" type="checkbox"/>	Total Suspended Solids	12.3	ASTM D511-93B
<input type="checkbox"/>	<b>pH</b>		
<input checked="" type="checkbox"/>	pH	5.00	SM4500H+ B
<input type="checkbox"/>	<b>Demand</b>		
<input checked="" type="checkbox"/>	BOD	200	BOD Method
<input type="checkbox"/>	CBOD	180	CBOD Method
<input type="checkbox"/>	COD	100	COD Method
<input type="checkbox"/>	TOC	12.3	TOC Method
<input type="checkbox"/>	<b>Total Residual Chlorine</b>		
<input type="checkbox"/>	Free Residual Chlorine	1.23	SM 4500-Cl G-2011
<input checked="" type="checkbox"/>	Total Residual Chlorine	1.23	SM 4500-Cl G-2011

**CANCEL** **SAVE & CONTINUE** **ADD PERMITTEE TO STEP 3**

## Releasing results to a permittee

- Now in Step 3, check the box next to the permit and select the blue **Release Results to Permittee**
- The status for each permit will change to green and **Released**
- Repeat for all the NPDES permits you do testing for

Step 3: Release to Permittee

Select All	Permittee Number	Permittee	No. of Analytes
<input checked="" type="checkbox"/>	CO0000001	ERA	4

REMOVE PERMITTEE FROM QUEUE

RELEASE RESULTS TO PERMITTEE

# Summary of Data Entry

- Return to the Enter & Verify Data Step
  - Select Email Study Summary to receive an email attachment
  - Select View Study Summary to print or save as a PDF file

Enrolled Standards

DMR-QA 44 (5/17/2024 - 8/2/2024)

Enter Mailing Address    Select Agencies & Add Third Parties    Enter & Verify Data    Customize Agency Reports (optional)    NPDES Permittee Reporting

NOTE: All standards with check marks are saved and submitted. You will still be able to make changes to the results and save them until the study closes. **For Quik Response or SSAS projects you must complete the evaluate and report step to close the study and receive your report.**

RELEASE DATA TO YOUR PERMIT    CSV DATA UPLOAD    EMAIL STUDY SUMMARY    VIEW STUDY SUMMARY    Filter by

✓ <a href="#">Hardness (cat# 580)</a>	View Summary    Verify Data	✓ <a href="#">Demand (cat# 578)</a>	View Summary    Verify Data
✓ <a href="#">pH (cat# 577)</a>	View Summary    Verify Data	✓ <a href="#">Total Residual Chlorine (cat# 587)</a>	View Summary    Verify Data

RETURN TO OPEN STUDIES

## The role of contract laboratories

- Permittees notify their contract labs of their DMR-QA requirements
- Contract labs order WP or DMR-QA samples, perform the analysis, report their results by the appropriate study deadline, and release their results to the NPDES permit numbers for their customers
- No later than August 30, labs link results to NPDES permits to be included in the reports ERA sends to the permittees and State DMR-QA Coordinators
- Permittees can check the status of their contract labs data by following the instructions on the following slide “Retrieving the DMR-QA permittee final report”
- Corrective action steps for contract labs are described on the slide “Corrective Action Process”

## Reviewing tests released to your NPDES permit

- In eDATA, hover on DMR-QA at the top and select Review DMR-QA Data
- This shows the contact for graded DMR-QA 44 permittee report
  - Make any necessary changes or select a different contact using the drop-down list
  - To add a new contact, go to Customer Information under your customer number in the upper right of the screen
- Next is a list of labs who released data to your NPDES permit number
- To see the tests, select Review Analytes
  - By August 30 you can uncheck any analytes you don't need and select Save
- When final reports have been issued, two green buttons will appear
  - “Generate Report” opens a copy of your NPDES Permittee Data Report Form and Chemistry/Microbiology and WET Analyte Checklists
  - “Permittee Final Report” opens your complete graded DMR-QA 44 report

- On September 27 ERA will send graded reports to Labs, Permittees, and State DMR-QA Coordinators
- Permittee reports include copies of the following forms from the EPA's DMR-QA Study 44 announcement letter, where appropriate:
  - NPDES Permittee Data Report Form (page 13)
  - Identification of all Chem, Micro and Wet Laboratories (page 14)
  - Chemistry/Microbiology Analyte Checklists (page 15) for each lab
  - Whole Effluent Toxicity (WET) Analyte Checklists (page 16) for each lab
- Permittees are to send a signed copy of the NPDES Permittee Data Report Form, along with signed copies of the Chemistry/Microbiology Checklists and/or WET Analyte Checklists for each laboratory used, to their State DMR-QA Coordinator by October 25

## Corrective Action Process

- Unfortunately, problems can occur, but all is not lost
- If your contract lab uses ERA and receives any Not Acceptable results, we'll include information about this in your graded DMR-QA 44 permittee report
  - If a retest study is required in your state, contract labs are to send retest results to permittees as soon as possible
- If your in-house lab receives any Not Acceptable results, ERA will include an order form if we believe a retest is required in your state
  - Retests might involve a WP study, a Quick Response PT, or a QC sample (we will help you order the right product to meet your corrective action requirements)
- QC samples can be very useful during any corrective action investigation
- Permittees are to submit a corrective action report, including any retest results, to their State DMR-QA Coordinator by December 6

## Available Resources

- Additional Information Available at [ERAQC.com](https://eraqc.com)
  - DMR-QA 44 EPA Announcement Letter
  - Analysis Tips and Videos on a variety of DMR-QA Topics
    - BOD, pH, Solids, Reporting, etc.
  - CRM's for all your DMR-QA needs
    - Microbiology, WET, pH, Demand, Solids, Residual Chlorine, etc.
  - DMR-QA Planning Guide
  - DMR-QA Order Form
- Technical Support, call 1-800-372-0122 ext 4
- Reporting, call 1-800-372-0122 ext 2, or email to [interlabgroup@eraqc.com](mailto:interlabgroup@eraqc.com)
- Quotes & Ordering, call 1-800-372-0122 ext 1, or email to [info@eraqc.com](mailto:info@eraqc.com)



# Live Q&A Session: DMR-QA Reporting - An eDATA Refresher

**Please submit your questions  
into the Q&A Chatbox**

<https://www.eraqc.com/dmr-qa>