Sampling and Management Plan for Samaritan Hospital – Memorial Campus

**New York State Department of Health**

**Bureau of Water Supply Protection**

Introduction

All health care facilities covered under Article 28 are required to adopt and implement a *Legionella* culture sampling and management plan (SMP) for their potable water system in accordance with 10NYCRR Subpart 4-2. Additionally, Subpart 4-2 includes requirements for evaluating risk factors in a facility and specific activities that must occur when sampling results exceed limiting values. The purpose of a SMP is to provide an outline specific to each facility for sampling the water distribution system for *Legionella,* and for implementing responsive actions when culture results exceed the limitations specified in Subpart 4-2.

Purpose

This document provides maintenance and operations personnel with guidance and a template for developing a SMP to ensure that the essential elements needed to control *Legionella* are addressed. This template focuses on the procedures used to commission, operate, maintain and repair potable water systems in a building. This template should be used as a guide and may need to be adapted to the complexities of an individual facility. SMPs should be revised periodically to incorporate any changes that may include, but not limited to: operational changes, renovations, new analytical methods and information obtained from prior sampling and changing conditions.

Audience

This template is intended for use by:

1. Administrators and maintenance staff of covered facilities.[[1]](#footnote-1)
2. Water treatment consultants and maintenance providers, defined here as persons, firms, or other entities that provide cleaning, inspection, sampling, disinfection, and/or other services that ensure the proper functioning of a covered facility’s potable water system as it pertains to Subpart 4-2.

Disclaimer

This is a suggested outline for a SMP required by 10NYCRR Subpart 4-2. This material should be considered the minimum information used to define the SMP; each facility and situation is unique, and an adjustment to the elements, on a case by case basis, may be required.

Sampling and Management Plan Checklist

*[Use the following check list as a means of determining the completeness of a SMP.]*

**Items to be included in the Sampling and Management Plan (SMP):**

* Facility Information
* Facility Location
* Point of Contact
* Developer of Sampling and Management Plan (Company)
  + Point of Contact for Company or Organization
  + Address of Company
* Effective Date of SMP
* Personnel Roles and Responsibilities
* SMP Team Members
* SMP Team Functions
* Building Water Systems Descriptions
* Potable Water System Chart

Sampling and Management Plan for Samaritan Hospital – Memorial Campus

Prepared for: Samaritan Hospital

(Albany Memorial Campus)

Effective Date: 01/01/2020

Updated Date: 01/01/2020

Contents

[SECTION 1. Facility Information 2](#_Toc483390274)

[1.1 Hospital Location 2](#_Toc483390275)

[1.2 Point of Contact 2](#_Toc483390276)

[1.3 Developer of Sampling and Management Plan 2](#_Toc483390277)

[1.3.1 Point of contact 2](#_Toc483390278)

[1.3.2 Address of Company 2](#_Toc483390279)

[1.4 Effective Date of Sampling and Management Plan 2](#_Toc483390280)

[1.5 Hospital or Facility Information 3](#_Toc483390281)

[SECTION 2. Personnel Roles and Responsibilities 4](#_Toc483390282)

[2.1 SMP Team Members 4](#_Toc483390283)

[2.2 SMP Team Functions 5](#_Toc483390284)

[SECTION 3. Building Water Systems Descriptions 5](#_Toc483390285)

[3.1 Potable Water Systems Chart 6](#_Toc483390286)

# Facility Information

*[Insert the appropriate information into the fields below.]*

## Facility Location

|  |  |
| --- | --- |
| Hospital name | Samaritan Hospital – Albany Memorial Campus |
| Street address | 600 Northern Blvd. |
| Building name (if applicable) |  |
| City, Town or Village | Albany |
| County | Albany |
| ZIP code | 12208 |
| Latitude-Longitude (if available) |  |

## Point of Contact

|  |  |
| --- | --- |
| Name | Stephen Moran |
| Title | Director Facilities SPHP Acute Care |
| Phone number | 518-525-1883 |
| Email address | Stephen.Moran@sphp.com |

## Developer of Sampling and Management Plan

### Point of contact

|  |  |
| --- | --- |
| Point of contact name | Stephen Deschenes |
| Title | District Account Manager |
| Phone number |  |
| Mobile phone number | 978-549-7446 |
| Email address | sdeschenes@nalco.com |

### Address of Company

|  |  |
| --- | --- |
| Company name | Nalco Water |
| Address 1 | 1601 West Diehl Rd |
| Address 2 |  |
| City, State, ZIP code | Naperville, IL 60563-1198 |
| Phone number | 800-288-0878 |
| Website (if available) | https://www.ecolab.com |

## Effective Date of Sampling and Management Plan

|  |  |
| --- | --- |
| Beginning date of SMP | 1/1/20 |
| Ending date SMP |  |

## Facility Information

|  |  |
| --- | --- |
| How many potable cold water systems are in the facility? | 1 |
| How many potable hot water systems are in the facility? | 1 |
| What is the source(s) of potable water provided to the facility? | City of Albany, NY Dept. of Water and Water Supply |
| Are there any water reuse systems in the facility? | No |

# Personnel Roles and Responsibilities

An effective *Legionella* sampling and management plan (SMP) requires a multidisciplinary team including members from management, engineering, infection control, maintenance, and housekeeping, and in some instances a consultant. The focus of this team is to plan, execute and evaluate the results from a SMP to control *Legionella* and its potential effects. It is critical to establish a structure of operations to ensure there is a clear understanding of who on the SMP team is charged with various responsibilities. The outline below provides a space to list the individuals of this multidisciplinary team for a facility. However, there may be a need for more functions than those outlined below. The developer of the maintenance plan should recognize the key individuals who are tasked with the implementation of a SMP.

## SMP Team Members

*[The team members who contribute to the* Legionella *SMP should be documented below. Include the information for each member that is specified below.]*

|  |  |
| --- | --- |
| Name | Stephen Moran |
| Title | Director Facilities SPHP Acute Care |
| Employer | St. Peter's Health Partners |
| Address | 315 South Manning Blvd., Albany, NY 12208 |
| Telephone | 518-525-1883 |
| Email address | Stephen.Moran@sphp.com |

|  |  |
| --- | --- |
| Name | Kassandra Foley |
| Title | Manager, Infection Prevention |
| Employer or company (outside contractor) | St. Peter’s Health Partners |
| Address | 315 South Manning Blvd., Albany, NY 12208 |
| Telephone | 518-525-1258 |
| Email address | Kassandra.Foley@sphp.com |

|  |  |
| --- | --- |
| Name | Dr. Alan Sanders |
| Title | Chief Medical Officer – Acute Care |
| Employer or company (outside contractor) | St. Peter’s Health Partners |
| Address | 315 South Manning Blvd., Albany, NY 12208 |
| Telephone |  |
| Email address | Alan.Sanders@sphp.com |

|  |  |
| --- | --- |
| Name | Paul Warden |
| Title | Vice President & Director of Operations |
| Company (outside contractor) | Analytical Services, Inc. (ASI) |
| Address | 130 Allen Brook Lane, Williston, VT 05495 |
| Telephone | 800-723-4432x15 |
| Email address | pwarden@analyticalservices.com |

|  |  |
| --- | --- |
| Name | Stephen Deschenes |
| Title | Senior Water Safety Specialist |
| Outside Contractor | Nalco, an Ecolab Company |
| Address |  |
| Telephone | 978-549-7446 |
| Email address | sdeschenes@ecolab.com |

|  |  |
| --- | --- |
| Name | Thomas R. Poole |
| Title | Boiler Operator / Maintenance |
| Employer | St. Peter’s Hospital |
| Address | 600 Northern Blvd., Albany, NY 12208 |
| Telephone | 518-471-3619 |
| Email address | Thomas.Poole@sphp.com |

|  |  |
| --- | --- |
| Name | John Wisenburn |
| Title | Plumber/Welder II |
| Employer | St. Peter’s Hospital |
| Address | 600 Northern Blvd., Albany, NY 12208 |
| Telephone | 518-471-3019 (Plumbing Shop) |
| Email address | John.Wisenburn@sphp.com |

## SMP Team Functions

*[The following functions should be represented on the* Legionella *SMP team. If there are additional functions represented, then they should be documented as well. List the name of the person or persons carrying out each function.]*

|  |  |
| --- | --- |
| **Function** | **Individual charged** |
| Maintenance program administrator | Stephen Moran |
| Physical facilities management | Stephen Moran |
| Engineering | Stephen Moran |
| Infection Control | Kassandra Foley |
| Clinical representative | Dr. Alan Sanders, Chief Medical Officer - AC |
| Laboratory contact | Paul Warden, Analytical Services |
| External consultant | Stephen Deschenes, Nalco |
| Team Member 1 Facilities | Thomas Poole |
| Team Member 2 Facilities | John Wisenburn |

## 3.1 Potable water system chart

1. Covered facilities are defined in Section 4-2.2 as “all general hospitals and residential health care facilities as defined in Article 28 of the Public Health Law.” [↑](#footnote-ref-1)