



# CCR Frequently Asked Questions (FAQ)

➤ **What is the Consumer Confidence Report (CCR)?**

**ANSWER:** The CCR is the centerpiece of the right-to-know provisions in the 1996 Amendments to the Safe Drinking Water Act. The CCR is an annual water quality report designed to assist your customers to make informed choices that affect their health and the health of their families.

➤ **How do I get the DRAFT CCR, guidance, and forms?**

**ANSWER:** These are all available electronically. Please visit [www.colorado.gov/cdphe/ccr](http://www.colorado.gov/cdphe/ccr). For hardcopies please call 303.692.3556.

➤ **When is the CCR deadline?**

**ANSWER:** The CCR must be delivered to the system's consumers by June 30<sup>th</sup> every year. A copy of the CCR and the *Certificate of Delivery Form* must also be submitted to the division by June 30<sup>th</sup> every year. Check the appropriate box at the bottom of the *Certificate of Delivery Form*.

**IMPORTANT NOTE:** *Even if you use the DRAFT CCR supplied by the division, you must still submit a copy of the CCR and the Certificate of Delivery Form to the division by the deadline.*

➤ **We are a new community water system, do we need to produce and deliver a CCR?**

**ANSWER:** Only community water systems that began operation before the start of the previous calendar year need to produce and deliver a CCR. Your monitoring schedule, available at <https://wqcdcompliance.com/schedules> identifies if this is required for your water system.

➤ **We receive all of our water from another system. Do we have to produce and deliver our own CCR?**

**ANSWER:** Maybe not. Your monitoring schedule, found on [www.colorado.gov/cdphe/wqcdcompliance](http://www.colorado.gov/cdphe/wqcdcompliance), identifies if this is required for your water system. You may distribute the CCR from the purchased water system to your consumers by June 30<sup>th</sup> if you have no other data to report from your water system. However, if your water system conducted any monitoring that detected any contaminants or if your water system received any violations, that data must be reported. To accomplish this, you may choose to simply attach your own CCR or a cover letter to your purchased water system's CCR. You must also submit a copy of the distributed CCR and the *Certificate of Delivery Form* to the division by June 30<sup>th</sup>.

➤ **Is electronic delivery an option to meet the “direct delivery” requirement?**

**ANSWER:** Yes, but there are specific requirements water systems must meet. A guidance document has been created to address these requirements and is posted online at [www.colorado.gov/cdphe/ccr](http://www.colorado.gov/cdphe/ccr).

➤ **What information do I need to include on my CCR?**

**ANSWER:** The information reported on the CCR should include all information and sample data for your water system from the previous calendar year. If your system does not have specific sample data collected in the previous year, then the CCR should report the latest detected sample data available within the last 5 years.

➤ **How do I receive a small-system direct delivery mailing waiver?**

**ANSWER:** The *Certificate of Delivery Form* describes the population criteria and consumer notification requirements of these waivers. Simply fill out the *Certificate of Delivery Form* appropriately.

➤ **How do I get a copy of the DRAFT CCR in electronic Microsoft Word format?**

**ANSWER:** All draft CCRs are posted on our website: [www.colorado.gov/cdphe/ccr](http://www.colorado.gov/cdphe/ccr). All of the supplemental documents may be found there as well.

➤ **What if I do not have Microsoft Word?**

**ANSWER:** There are a couple of free alternatives: 1) Open Office 2) Google Docs. Simply download your DRAFT CCR from our website and then open it using one of the two alternatives. Caution, the conversion might affect the document’s formatting.

➤ **If there are errors in the data on the draft CCR, how do I get them corrected?**

**ANSWER:** Data: Please note that some of the units of measurement have been converted in order to make the data more understandable to the water users in comparison to the MCL units (this is not an error). If you discover an error in our data, the water system is responsible for making corrections to the CCR prior to distribution. If you have a question about the data or a violation please contact the appropriate Compliance Specialist.

**Water System Update Forms:** The water system is responsible for making corrections to the CCR. To have these errors corrected in the Division’s database, complete and sign the *Inventory Update Form* located by visiting [wqcdcompliance.com/forms](http://wqcdcompliance.com/forms), under “Inventory/system updates”. If it’s not a system update then contact the appropriate Compliance Specialist.

➤ **How do I use the CCR to meet a public notification requirement (for example: for a monitoring violation or a Fluoride SMCL violation)?**

**ANSWER:** Ensure that all 10 required elements for public notices are included in the CCR. You may get a copy of the *Public Notice 10 Required Elements* from our website: [www.colorado.gov/cdphe/pnrule](http://www.colorado.gov/cdphe/pnrule), under ‘Drinking Water’ and ‘Drinking Water Public Notification Rule - Tier 2 and Tier 3’.

➤ **How do I complete the applicable blank Source Water Assessment Report (SWAP) Summary?**

**Answer:** The division has completed SWAP reports for all active community water systems on or before April 2001. Visit [www.colorado.gov/cdphe/ccr](http://www.colorado.gov/cdphe/ccr), click on “Source Water Assessment Reports by County”. Reports are listed by county. Every year, the CCR must contain a brief description of the SWAP assessment results including instructions on how the consumer can obtain their own copy. On the draft CCR, the water system simply needs to fill in a summary of potential sources of contamination (found on Table 2 and Table 3 of the SWAP report) in the space provided in the “Our Water Source(s)” section of the draft CCR. If you have questions about the SWAP report, please call the John Duggan at 303.692.3534.

➤ **The system’s SWAP Report is incorrect or currently being revised. What do I report in the CCR?**

**ANSWER:** If your assessment results are not available on the SWAP website by the time you print the system’s CCR, you may include the following statement in the CCR: “At this time, our Source Water Assessment Report is in the process of being corrected. When it is finalized, it will be available by calling the contact listed or visiting [www.colorado.gov/cdphe/ccr](http://www.colorado.gov/cdphe/ccr), click on “Source Water Assessment Reports by County”. Reports are listed by county. If you have questions about the SWAP report, please call the John Duggan at 303.692.3534.

➤ **I’m monitoring for Unregulated Contaminant Monitoring Rule (UCMR). What do I include?**

**ANSWER:** Systems required to comply with UCMR must include detected contaminants. A table and statement has been included in the DRAFT CCR for the Systems to complete or use. If not conducting UCMR sampling then the section can be removed.

➤ **How do I report detected *Cryptosporidium* or Radon?**

**ANSWER:** If the system’s monitoring indicates the presence of *Cryptosporidium* (in source water or finished water) or radon (in finished water only), the CCR must include the results and an explanation of the significance of the results.

**Reporting Cryptosporidium**

If the system has completed testing that indicates the presence of Cryptosporidium, either in its source water or its finished water:

- 1) Include a summary of the test results. Each system may choose whether or not to report the actual analytical results as a part of this summary.
- 2) Include the following explanation of the significance of cryptosporidium in water test results.

“Cryptosporidium is a microbial pathogen found in surface water throughout the United States. Although filtration removes cryptosporidium, the most commonly used filtration methods cannot guarantee 100 percent removal. Our monitoring indicates the presence of these organisms in our source water and/or finished water. Current test methods do not allow us to determine if the organisms are dead or if they are capable of causing disease. Ingestion of cryptosporidium may cause cryptosporidiosis, an abdominal

infection. Symptoms of infection include nausea, diarrhea, and abdominal cramps. Most healthy individuals can overcome the disease within a few weeks. However, immuno-compromised people are at greater risk of developing life-threatening illness. We encourage immuno-compromised individuals to consult their doctor regarding appropriate precautions to take to avoid infection. Cryptosporidium must be ingested to cause disease, and it may be spread through means other than drinking water.”

## Reporting Radon

If the system has completed monitoring that indicates the presence of radon in its finished water:

- 1) Include the results of monitoring (the analytical values) reported by the lab.
- 2) Include the following explanation of the significance of radon in water test results.

“Radon is a radioactive gas that you cannot see, taste, or smell. It is found in the soil throughout the United States. Radon can move up through the ground and into a home through cracks and holes in the foundation. Radon can reach high levels in all types of homes.” Radon can also be released from tap water from showering, washing dishes, and other household activities. Compared to radon entering the home through the soil, radon entering the home through tap water will be, in most cases, a small source of radon in indoor air.”

“Radon is a known human carcinogen. Breathing air that contains radon can lead to lung cancer. Drinking water that contains radon may also cause increased risk of stomach cancer. If you are concerned about radon in your home, test the air in your home. Testing is inexpensive and easy. Fix your home if the level of radon in your air is four (4) picocuries per liter of air (pCi/L) or higher. There are simple ways to fix a radon problem that are relatively inexpensive. For additional information, call the state radon program at 303-692-3030 or call the EPA Radon Hotline 1-800-SOS-RADON.”