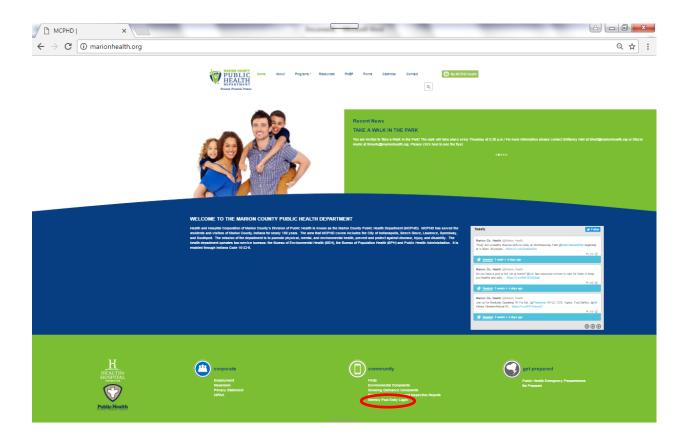
Marion County Public Health Department Weekly Pool Bacteria Testing Reporting System

Below you will find instructions on logging into the Marion County Public Health Department's weekly bacteria reporting site. This site can be used to enter weekly bacteria reports required under 410 IAC 6-2.1-31, view historical records, or mark a pool as "closed" for the week when no bacteria sample was taken due to the pool being closed to patrons for the entire week.

1. To enter the pool bacteria data entry site there is a link on our webpage at <u>marionhealth.org</u>. The link is at the bottom of the home page under "Weekly Pool Entry Login". Or go directly to the weblink <a href="https://mcphdpools.hhcorp.org/Account/Login">https://mcphdpools.hhcorp.org/Account/Login</a>





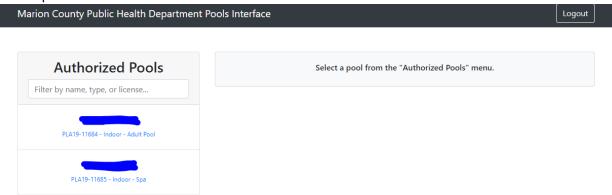
2. To log into the system you will need you facility ID and password. Facility ID's are located in the upper right hand corner of your license. Your facility ID is you "username". Your "password" is your facility name as written on your license. Simply enter your pool facility ID and password to login to the data entry site. State-certified microbiology labs are given a unique ID and password to log into the system. You will be asked to click "Accept" on the terms of the data entry site.



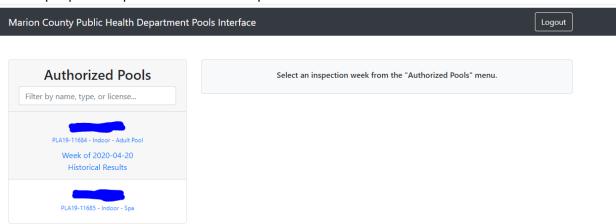




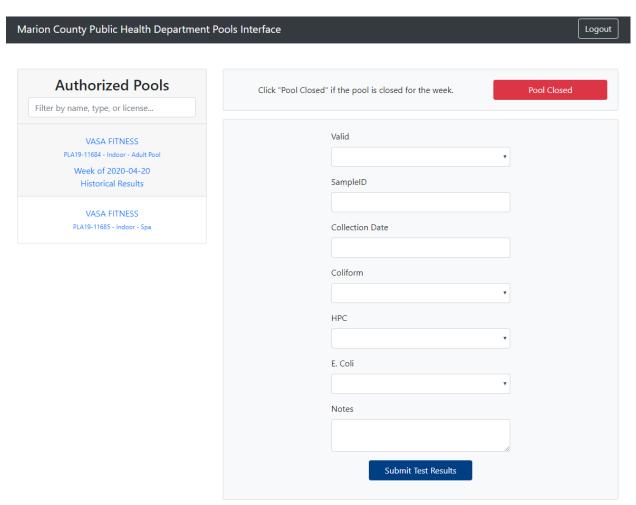
3. Once you have logged in, you will see a button for each active pool site at your facility. Select the desired pool site.



4. You can click on "historical results" to view past sample history for the pool site. To enter results click on the "Week of xxxx-xx-xx" link for the week of the sample you wish to enter. One record will be created per pool site per week to enter sample results.



5. To enter a sample, fill out all the required fields and click on 'Submit Test Results' button. To enter a pool closed, click on the 'Pool Closed' button. Coliform and HPC results are required, but E. coli results are optional. Samples are satisfactory if the **coliform** is 'absent' and the **hetero** is 'less than 200'.



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