

The background is a light blue gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a 3D appearance. They are located in the top left, top center, bottom left, and bottom right areas.

# CROSS CONNECTION REVIEW FOR DWS PARTNERS

PRESENTED BY  
MOLLY KELLER

2021 DWS SPRING TRAINING

# WHO AM I?

- State of Oregon Drinking Water Services
- Issue State Tester/Specialist certifications
- Cross Connection Annual Fee
- Annual Summary Report (ASR)

**PUBLIC HEALTH DIVISION**  
Center For Health Protection, Drinking Water Services  
Kate Brown, Governor

**Oregon Health Authority**  
800 NE Oregon St, Suite #640  
Portland, OR 97232-2162  
(971) 673-0406  
(971) 673-0694 - FAX  
www.healthoregon.org/crossconnection

March 09, 2021

Wonder Woman  
800 NE Oregon Street  
Portland, OR 97232

**THIS CERTIFICATE EXPIRES 12/31/2021**

This is your receipt. Two copies of your certification card are located at the bottom of this page. Contact Drinking Water Services (DWS) if there are any errors on your certificate: cross.connection@state.or.us or 971-673-0405

	Amount	Paid Date
Certificate Issued On	03/09/2021	
Certificate Expires On	12/31/2021	
Late Fee	\$305.00	03/01/2021
Certification Payment		
Certificate #	045375	
Validation #	123456	

Your Certification Number is: 045375

**Oregon Health Authority**

**Cross Connection & Backflow Prevention**

**Wonder Woman**  
800 NE Oregon Street  
Portland, OR 97232  
Certification # 045375  
Certified as: Backflow Assembly Tester  
Cross Connection Specialist

**Expires: 12/31/2021**

**Oregon Health Authority**

Wonder Woman  
800 NE Oregon Street  
Portland, OR 97232  
Certification # 045375  
Certified as: Backflow Assembly Tester  
Cross Connection Specialist

**Oregon Health Authority**

**2020 Cross Connection Annual Summary Report (ASR)**

Instructions:  
Please fill out the Annual Summary Report (ASR) accurately and completely with data from 2020.  
Complete Report before March 31, 2021

Questions?  
Email: cross.connection@dhsosha.state.or.us  
Call: 971 673 0921

**Water System Name and PWS ID# \***  
Select or enter value:

**ASR CONTACT**  
If there are questions about this report, who is your contact?  
Name \*  
Email Address \*  
Contact Phone Number \*

**CUSTOMER BASE**  
How does your water system serve? Count only once, include connections with and without backflow preventers.  
Residential Connections \*  
High Hazard Connections \*  
Other Connections \*

**Be Pipeline Email Alerts button**

QC 104 50204-51061-2080

**Oregon Health Authority**

**2021 Cross Connection Annual Fee Invoice**  
Drinking Water Services | Cross Connection & Backflow Prevention

BOB PATTERSON  
PENDLETON, CITY OF, OR4100613  
500 SW DORRISON AVE  
PENDLETON, OR 97801

Water System ID#: **41- 00613**      Connections: **1,000-9,999**

1. **Fee: \$200.00**  
If paid marked after January 31, 2021, the fee is \$300.00

2. **Select ONE Payment option:**  
☐ Check: Make check payable to OHA Cashier.  
Mail the check and this form to: OHA Cashier; PO Box 14260; Portland OR, 97293  
☐ Credit Card: Pay online at: <https://apps.oregon.gov/Ecommerce/DHSOHA/EPS/Program?key=10>.  
Once you complete the process you will automatically be emailed a receipt.  
Keep a copy of your receipt for your records. Once you pay online you are done! No need to mail us anything!

To verify we received your payment: Allow 1-2 weeks for processing. You can verify that we received your payment by going to Data Online [www.yourwater.oregon.gov](http://www.yourwater.oregon.gov), entering your water system ID, and scrolling to the bottom of the page. Under the heading **Fee Invoice Paid**, it will say 2021. If you do not see it, we either have not processed it yet, or we did not receive it.

Oregon Health Authority Federal Tax ID # (EIN) is: 93-6001752

Questions, contact the program by email at [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) or by phone 971-673-0321

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The 2005 Oregon Legislature passed House Bill 3108 authorizing the Oregon Health Authority to assess an annual fee on Community Public Water Systems to fund the Cross Connection Program. This fee is based on the number of service connections in your water system. A late fee of 50% of the original fee will be assessed if your payment is not postmarked by January 31, 2021.


# AGENDA




- Data Online
- Annual Fee Review
- ASR Review
- Miscellaneous

# DATA ONLINE

[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

**Oregon Public Health**  
**Drinking Water Data Online**



Introduction :: [Data Search Options](#) :: [Water System Search](#) :: [DWS Home](#) :: [DWS Rules](#) :: [Quick Data Links](#)

**OR41 00100**      **BEND WATER DEPARTMENT**      **Classification:** COMMUNITY

**Contact:**    ROD MINGUS      **Phone:** 541-322-2190  
62975 BOYD ACRES RD      **County:** DESCHUTES  
BEND, OR 97701      **Activity Status:** ACTIVE -- [History](#)  
**Population:** 68,538      **Number of Connections:** 25,551  
**Operating Period:** January 1 to December 31      **Regulating Agency:** [REGION 1](#)  
**Certified Operator(s)**      **Owner Type:** LOCAL GOVERNMENT  
Required: Y      **Licensed By:** N/A  
Distribution class: 4  
Treatment class: 2  
Filtration Endorsement Required: No

Facility ID	Facility Name - <a href="#">Well Logs</a>	Enabling Authority Received	Annual Summary Report Received	Fee Invoice Paid
EP-A	EP FOR BRIDGE CREEK	Yes ( <a href="#">PDF</a> )	<a href="#">2020 (PDF)</a>	2021
SRC-AA	BRIDGE CREEK		<a href="#">2019 (PDF)</a>	2020
EP-B	EP FOR RIVER WELLS #1 & #2		<a href="#">2018 (PDF)</a>	2019
SRC-BA	WELL #1 - <a href="#">DESC5577</a>	A	Seasonal	<a href="#">GW</a>
SRC-BB	WELL #2 - <a href="#">DESC5578</a>	A	Seasonal	<a href="#">GW</a>
EP-C	EP FOR ROCK BLUFF WELLS	A	Seasonal	<a href="#">GW</a>
SRC-CA	ROCK BLUFF #1 - <a href="#">L4106</a>	A	Seasonal	<a href="#">GW</a>
SRC-CB	ROCK BLUFF #2 - <a href="#">DESC1738</a>	A	Seasonal	<a href="#">GW</a>
SRC-CC	ROCK BLUFF #3 - <a href="#">DESC9997</a>	A	Seasonal	<a href="#">GW</a>
EP-D	EP FOR OUTBACK WELLS	A	Seasonal	<a href="#">GW</a>
SRC-DA	OUTBACK #1 - <a href="#">DESC9500</a>	A	Seasonal	<a href="#">GW</a>

## Cross Connection/Backflow Prevention Information (Last 3 Records)

Enabling Authority Received	Annual Summary Report Received	Fee Invoice Paid
Yes ( <a href="#">PDF</a> )	<a href="#">2020 (PDF)</a>	2021
	<a href="#">2019 (PDF)</a>	2020
	<a href="#">2018 (PDF)</a>	2019

Screenshot

# DATA ONLINE

[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

## Cross Connection/Backflow Prevention Information (Last 3 Records)

### Enabling Authority Received

[Yes \(PDF\)](#)

### Annual Summary Report Received

[2020 \(PDF\)](#)

[2019 \(PDF\)](#)

[2018 \(PDF\)](#)

### Fee Invoice Paid

2021

2020

2019

For further information on this public water system, click on the area of interest below:

[System Info](#) :: [Report for Lenders](#) :: [Alerts](#) :: [Violations](#) :: [Compliance & Enforcement](#) :: [Contacts & Advisories](#) :: [Site Visits](#) :: [Public Notice](#)  
[Coliform Summary](#) :: [Coliform Results](#) :: [Sampling Schedule for Coliform](#) :: [Groundwater/GWUDI Source Details](#) :: [Plan Review](#) :: [Annual Fee](#)  
[Chemical Group Summary](#) :: [Latest Chemical Results](#) :: [Entry Point Detects](#) :: [Single Analyte Results](#)  
[Chemical Schedule Summary](#) :: [Chemical Schedule Details](#)  
[Lead & Copper](#) :: [Corrosion Control \(LCR\)](#) :: [Nitrate](#) :: [Arsenic](#) :: [Radionuclides](#) :: [GWR 4-Log](#) :: [LT2](#) :: [Cyanotoxins](#)  
[DBPs](#) :: [TOC & Alkalinity](#) :: [DBP Sample Sites](#) :: [FANLs](#) :: [MRDL](#) :: [Turbidity](#) :: [SWTR](#) :: [RAA](#) :: [LRAA](#)

For SDWIS: 3878

Information by county:

[Inventory](#) :: [Surface Water Systems](#) :: [Water System Surveys](#) :: [Outstanding Performers](#) :: [Plan Reviews](#) :: [System Scores](#) :: [Exceedances](#)  
[Alerts](#) :: [Violations](#) :: [Compliance & Enforcement](#) :: [Significant Deficiencies](#) :: [Cross Connection ASRs](#) :: [Treatment Plant Inspections](#) :: [Fluoride](#)  
[Water Advisories](#) :: [Contact Reports](#) :: [Cyanotoxins](#) :: [Post-wildfire VOCs](#)



# DATA ONLINE

[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

## Annual Water System Fee

[Learn more](#) about this fee.

[View Annual Cross Connection Fee](#)

Select Fee Year: 2021

### INVOICE STATUS

#### Fee for 2021

Status: Unpaid

Fee: \$18,000

Late Fee (if not paid before 08/01/2021): \$250

Amount Paid: \$0

**Balance Due: \$18,000**

[Pay Now](#)

# DATA ONLINE

[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

## Annual Cross Connection Program Implementation Fee

[Learn more](#) about this fee.

### INVOICE STATUS

#### Fee for 2021

Status: Paid

Fee: \$350

Late Fee (if not paid before 02/01/2021): Waived

Amount Paid: \$350

Balance Due: \$0

#### Payments Received

Paid By	Payment Method	Date Received	Amount	Transaction ID
Donald Buhmann	Credit Card	12/02/2020	\$350	114308288

### FEE DETERMINATION

The 2021 fee for this water system was determined using information in our database on 10/31/2020.

#### Criteria for Fee Determination

System Type: Community

Connections: 27,871

**Fee Determination Matrix** - Highlighted row indicates this water system's fee.

Fee Category	Connections	Fee	Late Fee
Community water system	15 - 99	\$ 30	\$ 15
	100 - 999	\$ 75	\$ 38
	1,000 - 9,999	\$ 200	\$ 100
	> 9,999	\$ 350	\$ 175

OREGON.GOV About OHA Programs and Services Oregon Health Plan Health System Reform Licenses and Certificates Public Health

# Oregon Health Authority

## Cross Connection & Backflow Prevention

Oregon Drinking Water Services

Public Health Division > Environmental Public Health > Drinking Water > Cross Connection & Backflow Prevention > Cross Connection Annual Fee

OHA COVID-19 Updates and Resources: Visit our COVID-19 site for the latest updates, testing sites and vaccine information, or find information for healthcare partners.

### Cross Connection Annual Fee

Drinking Water Services

Cross Connection & Backflow Prevention

Tester and Specialist Certification

New Certification

Renewals

Additional Resources

Training

Online Payments

List of Backflow Testers

List of Approved Assemblies

Cross Connection Advisory Board

Annual Summary Reports

Cross Connection Annual Fee

Administrative Rules

Contact Us

#### Cross Connection Annual Fee for Community Water Systems

Annual Fee invoices will be mailed out in November

Annual fee invoices are mailed to all community water system contacts in November of each year. Payment is due by January 31 of the following year. A late fee of 50% is added if the payment is received after January 31.

Water system information is available on Data Line, where you can search for a water system by name or ID number.

The fee amount is based on the number of connections in the water system. Please complete the appropriate form and include it with your payment.

System Size (by Connections)	Fee	Late Fee	Forms
15 to 99	\$30.00	\$15.00	<a href="#">PDF</a>
100 to 999	\$75.00	\$37.50	<a href="#">PDF</a>
1,000 to 9,999	\$200.00	\$100.00	<a href="#">PDF</a>
10,000 or more	\$350.00	\$175.00	<a href="#">PDF</a>

#### Payment Options

- Check:** Make checks out to OHA Cashier. Mail the check and completed form to:  
OHA Cashier  
PO Box 14250  
Portland, OR 97293
- Credit Card:** You can now pay your annual fee online with a credit card! When you pay online you do not need to mail in the form, just keep a copy of the receipt for your records.

[Pay Online Now](#)

Question? Contact to program [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) or 971-673-0321

Help us improve! Was this page helpful? [Yes](#) [No](#)

# ANNUAL FEE REVIEW WEB PAGE

- Blank invoices
- Fee amounts
- Late Fee amounts
- Link to credit card payment





**2021 Cross Connection Annual Fee Invoice**  
Drinking Water Services | Cross Connection & Backflow Prevention

BOB PATTERSON  
PENDLETON, CITY OF, OR4100613  
500 SW DORION AVE  
PENDLETON, OR 97801

Water System ID#: **41- 00613**

Connections: **1,000-9,999**

**1. Fee: \$200.00**

*If post marked after January 31, 2021, the fee is \$300.00*

**2. Select ONE Payment option:**

☐ Check: Make check payable to OHA Cashier.

Mail the check and this form to: OHA Cashier; PO Box 14260; Portland OR, 97293

☐ Credit Card: Pay online at: <https://apps.oregon.gov/ECommerce/DHSOHA/EPS/Program?key=10>.

Once you complete the process you will automatically be emailed a receipt.

Keep a copy of your receipt for your records. Once you pay online you are done! No need to mail us anything!

To verify we received your payment: Allow 1-2 weeks for processing. You can verify that we received your payment by going to Data Online [www.yourwater.oregon.gov](http://www.yourwater.oregon.gov), entering your water system ID, and scrolling to the bottom of the page. Under the heading **Fee Invoice Paid**, it will say 2021. If you do not see it, we either have not processed it yet, or we did not receive it.

Oregon Health Authority Federal Tax ID # (EIN) is: 93-6001752

Questions, contact the program by email at [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) or by phone 971-673-0321

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_


The 2005 Oregon Legislature passed House Bill 3108 authorizing the Oregon Health Authority to assess an annual fee on Community Public Water Systems to fund the Cross Connection Program. This fee is based on the number of service connections in your water system. A late fee of 50% of the original fee will be assessed if your payment is not postmarked by January 31, 2021.

💧 October 2018 was the last printed Pipeline! If you would like to continue receiving the Pipeline newsletter, in addition to other important notifications sign up for Drinking Water Email Alerts. Go to [www.healthoregon.org/dws](http://www.healthoregon.org/dws) and click on the blue 'Sign up for DWS Alerts' button

# ANNUAL FEE REVIEW GENERAL

- Invoices mailed November each year
- Due by December 31<sup>st</sup>
- Late fee is assessed on February 1<sup>st</sup>
  - Late fee is waived for 2021
- Payments are uploaded to Data Online once a week
- View on Data Online

# ANNUAL FEE REVIEW GENERAL

 **Oregon Public Health**  
**Drinking Water Data Online**

[Introduction](#) :: [Data Search Options](#) :: [WS Name Look Up](#) :: [WS ID Look Up](#) :: [DWS Home](#)

**OR41 00613** **PENDLETON, CITY OF**

<b>Contact:</b>	BOB PATTERSON 500 SW DORION AVE PENDLETON, OR 97801	<b>Phone:</b> 541-966-0202
<b>Population:</b>	17,310	<b>County:</b> UMATILLA
<b>Operating Period:</b>	January 1 to December 31	<b>Activity Status:</b> ACTIVE
<b>Certified Operator(s)</b>		<b>Number of Connections:</b> 1
	Required: Y	<b>Regulating Agency:</b> UMATILLA
	Distribution class: 3	<b>Owner Type:</b> LOCAL
	Treatment class: 2	<b>Licensed By:</b> N/A
	Filtration Endorsement Required: No	<b>Approved Drinking Water</b>
		<b>Source Water Assessment</b>
		<b>Last Survey Date:</b> 01/15/2021

- Invoices mailed November each year
- Due by December 31<sup>st</sup>
- Late fee is assessed on February 1<sup>st</sup>
  - Late fee is waived for 2021
- Payments are uploaded to Data Online once a week
- View on Data Online

# ANNUAL FEE REVIEW DATA ONLINE

Cross Connection/Backflow Prevention Information (Last 3 Records)		
<u>Enabling Authority Received</u>	<u>Annual Summary Report Received</u>	<u>Fee Invoice Paid</u>
<a href="#">Yes (PDF)</a>	<a href="#">2019 (PDF)</a>	2021
	<a href="#">2018 (PDF)</a>	2020
	2017	2019

- Can't remember if you paid?
- Not sure if someone else paid?
- Check Data Online before you submit another payment

# ANNUAL FEE REVIEW - SUMMARY

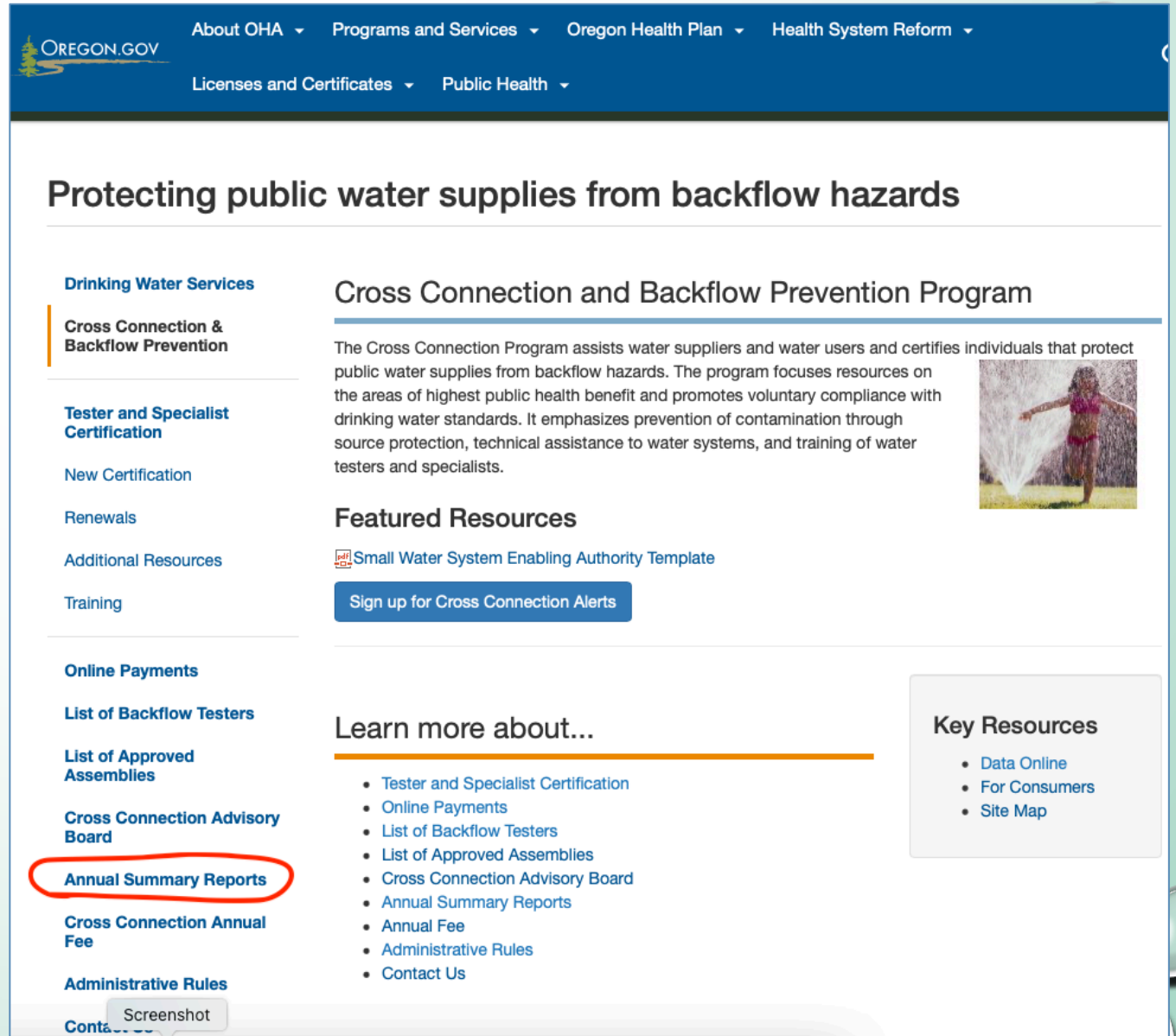
- We learned
  - Cross Connection Annual Fee invoices are mailed out in November of each year
  - Community water systems with 15 or more connections are required to pay the fee
  - Late fees start on February 1st
  - How to check Data Online to see if we paid the fee





# ASR REVIEW - WEBSITE

- Main Cross Connection website  
[www.healthoregon.org/crossconnection](http://www.healthoregon.org/crossconnection)
- ASR webpage  
[www.healthoregon.org/asr](http://www.healthoregon.org/asr)



**OREGON.GOV**

About OHA ▾ Programs and Services ▾ Oregon Health Plan ▾ Health System Reform ▾

Licenses and Certificates ▾ Public Health ▾


## Protecting public water supplies from backflow hazards

### Drinking Water Services


- Cross Connection & Backflow Prevention**
- Tester and Specialist Certification
  - New Certification
  - Renewals
  - Additional Resources
  - Training
- Online Payments
  - List of Backflow Testers
  - List of Approved Assemblies
  - Cross Connection Advisory Board
  - Annual Summary Reports**
  - Cross Connection Annual Fee
  - Administrative Rules
  - Contact Us

### Cross Connection and Backflow Prevention Program

The Cross Connection Program assists water suppliers and water users and certifies individuals that protect public water supplies from backflow hazards. The program focuses resources on the areas of highest public health benefit and promotes voluntary compliance with drinking water standards. It emphasizes prevention of contamination through source protection, technical assistance to water systems, and training of water testers and specialists.



### Featured Resources

 Small Water System Enabling Authority Template

[Sign up for Cross Connection Alerts](#)

### Learn more about...

- Tester and Specialist Certification
- Online Payments
- List of Backflow Testers
- List of Approved Assemblies
- Cross Connection Advisory Board
- Annual Summary Reports
- Annual Fee
- Administrative Rules
- Contact Us

### Key Resources

- [Data Online](#)
- [For Consumers](#)
- [Site Map](#)

Screenshot



# ASR REVIEW - WEBSITE

- Reminder post cards
- 2 options to complete your report
- Option 1 SmartSheet
- Complete online

**Oregon Health Authority**  
Cross Connection & Backflow Prevention  
Oregon Drinking Water Services

STAY HOME. SAVE LIVES.

> Public Health Division > Environmental Public Health > Drinking Water > Cross Connection & Backflow Prevention > Annual Summary Reports

## Annual Summary Reports

**Drinking Water Services**  
Cross Connection & Backflow Prevention

**Tester and Specialist Certification**  
New Certification  
Renewals  
Additional Resources  
Training

**Online Payments**  
List of Backflow Testers  
List of Approved Assemblies  
Cross Connection Advisory Board

**Annual Summary Reports**  
Cross Connection Annual Fee  
Administrative Rules  
Contact Us

The Cross Connection Annual Summary Report is a requirement for **all community water systems** in Oregon. Community water systems must report the requested information on their cross connection control programs each year to the Oregon Health Authority on the forms provided below.

**The Annual Summary Report is due each year by March 31**

### 2020 Annual Summary Report

There are two Options for completing the 2019 Cross Connection Annual Summary Report. Please only select 1 of the options below.

**Option 1**

Fill out the report online with SmartSheet by clicking the blue button below.  
*NOTE: You will have the option to receive a completed report by email. Follow the instructions in the form.*

**2020 ASR**

Not sure how many connections you have, check [Data Online](#)

**Questions?**  
[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
Phone: 971-673-0321

**Option 2**

Fill out the PDF electronically or by hand and submit it by email, fax, or mail.

[2020 Cross Connection Annual Summary Report](#)

**Email:** [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
**Fax:** 971 673 0694  
**Mail:** DWS - Cross Connection  
800 NE Oregon St, Ste 540  
Portland, OR 97232

**Questions?**  
[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
Phone: 971-673-0321

Screenshot

# ASR REVIEW - WEBSITE

- Option 2 PDF
  - Download a pdf
  - Complete on your computer or print it out.
  - Email, fax, or mail your report in

**OREGON.GOV** About OHA ▾ Programs and Services ▾ Oregon Health Plan ▾ Health System Reform ▾  
Licenses and Certificates ▾ Public Health ▾

**Oregon Health Authority** Cross Connection & Backflow Prevention  
Oregon Drinking Water Services

STAY HOME. SAVE LIVES.

Public Health Division > Environmental Public Health > Drinking Water > Cross Connection & Backflow Prevention > Annual Summary Reports

## Annual Summary Reports

**Drinking Water Services**  
Cross Connection & Backflow Prevention

**Tester and Specialist Certification**  
New Certification  
Renewals  
Additional Resources  
Training

**Online Payments**  
**List of Backflow Testers**  
**List of Approved Assemblies**  
**Cross Connection Advisory Board**  
**Annual Summary Reports**  
**Cross Connection Annual Fee**  
**Administrative Rules**  
Contractors

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**2020 ASR**

Not sure how many connections you have, check [Data Online](#)

**Questions?**  
[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
Phone: 971-673-0321

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Fill out the PDF electronically or by hand and submit it by email, fax, or mail.

**2020 Cross Connection Annual Summary Report**

**Email:** [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
**Fax:** 971-673-0694  
**Mail:** DWS - Cross Connection  
800 NE Oregon St, Ste 640  
Portland, OR 97232

**Questions?**  
[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
Phone: 971-673-0321

Screenshot

# ASR REVIEW - WEBSITE

- Missing previous reports?
- You can find templates here and turn them in.

## Contact Us

You can check the **status of your ASR** by looking at [Data Online](#).

- Find your water system by name or by PWS ID
- Scroll towards the bottom. Under the heading Cross Connection in the middle column, if it says 2020, then your report has been entered.
- If it does not say 2020, please make sure a sufficient enough time has passed (at least 8 weeks) to allow time for data entry before contacting the program [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)

Cross Connection/Backflow Prevention Information (Last 3 Records)		
<u>Enabling Authority Received</u>	<u>Annual Summary Report Received</u>	<u>Fee Invoice Paid</u>
Yes (PDF)	★ 2018	2019
	2017	2018
	2016	2017

## 2019 Annual Summary Report

[2019 Annual Summary Report - \(SmartSheet\)](#)

## 2018 Annual Summary Report

[2018 Annual Summary Report - \(SmartSheet\)](#)

## 2017 Annual Summary Report

 [2017 Annual Summary Report - Fillable](#)

## 2016 Annual Summary Report

 [2016 Annual Summary Report - Fillable](#)

# ASR REVIEW - GENERAL

Reports are due **March 31st** every year

- reports contain previous years data
- **Select only one option**
- Submit your report only **ONCE**
- If you made a mistake in the SmartSheet, let me know
- Let's go through the SmartSheet Option

## Option 1

Fill out the report online with SmartSheet by clicking the blue button below.

*NOTE: You will have the option to receive a completed report by email. Follow the instructions in the form.*

2020 ASR

Not sure how many connections you have, check [Data Online](#)

### Questions?

[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)

Phone: 971-673-0321

## Option 2

Fill out the PDF electronically or by hand and submit it by email, fax, or mail.

 [2020 Cross Connection Annual Summary Report](#)

**Email:** [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)

**Fax:** 971-673-0694

**Mail:** DWS - Cross Connection  
800 NE Oregon St, Ste 640  
Portland, OR 97232

### Questions?

[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)

Phone: 971-673-0321

# ASR REVIEW - CONTACT

- **ASR Contact**
  - Who do we contact if we have questions

Water System Name and PWS ID# \*

PENDLETON, CITY OF, 41-00613 X ▼

ASR CONTACT

If there are questions about this report, who should we contact?

Name \*

Molly Keller

Email Address \*

Molly.a.keller@dhsosha.state.or.us

Contact Phone Number \*

971-673-0321



# ASR REVIEW - CUSTOMER BASE

- **Customer Base**
  - Numbers only

CUSTOMER BASE

Who does your water system serve? Count each service connection only once, include connections with and without a backflow assembly.

**Residential Connections \***


100

**High Hazard Connections \***

10

**Other Connections \***

10



CUSTOMER BASE

Who does your water system serve? Count each service connection only once, include connections with and without a backflow assembly.

**Residential Connections \***


100

**High Hazard Connections \***

Ten

**Other Connections \***

5 convince store, 5 partment buildings




# ASR REVIEW - ENABLING AUTHORITY

- Enabling Authority
  - Viewable on data online  
[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)
  - Required for all community water systems

## ENABLING AUTHORITY

An ENABLING AUTHORITY is required for all community water systems.

If you have not submitted an enabling authority to the State, please  one and attach below.

Don't know if the State has a copy? Check Data Online [www.yourwater.oregon.gov](http://www.yourwater.oregon.gov), to see if we have one!

**Does the State Already have an Enabling Authority on file for your water system? \***

Not sure? Check data online [www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

☒ Yes

☐ No, please attach a copy below

**Did you revise your Enabling Authority in 2020? \***

☒ Yes, attach the revised copy below

☐ No

**Upload your New or Edited Enabling Authority**



Drag and drop files here or [browse files](#)

# ASR REVIEW - SYSTEM SIZE

- When you select “Small System” you will move on to the “Assembly Data” section of the form
- When you select “Large System”, large system only questions will magically appear

## System Size \*

- ☐ Large System, 300+ connections
- ☒ Small System, 1-299 connections

---

---

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## System Size \*

- ☒ Large System, 300+ connections
- ☐ Small System, 1-299 connections

---

# ASR REVIEW - LARGE SYSTEMS

- “specialist section” and the
- “Backflow Prevention Program Plan Section”

**System Size \***

☒ Large System, 300+ connections

☐ Small System, 1-299 connections

---

**CROSS CONNECTION SPECIALIST INFORMATION** Please provide information regarding your certified cross connection specialist (CCS). \*

Name (first and last) of CCS

Molly Keller

**Is this person a \***

☒ Water System Employee, or

☐ Contracted Service

**CCS Certification # \***

123456

**CCS Phone # \***

971-673-0321

**CCS Email \***

Molly.a.keller@dhsoba.state.or.us

# ASR REVIEW - LARGE SYSTEMS

- Backflow Prevention Program Plan
- 7 elements

## BACKFLOW PREVENTION PROGRAM PLAN

The following questions are specific to the required written backflow prevention program plan as outlined in OAR 333-061-0070(9)(b). \*

Does your water system have a current written backflow prevention program plan?

☒ Yes ☐ No

Does the backflow prevention plan include the following: \*

1. A list of premises where health hazard cross connections exist, including, but not limited to, those listed in Table 42 (High Hazard Table)

☒ Yes ☐ No

2. Procedure for continually evaluating the degree of hazard posed by a water user's premises. \*

☒ Yes ☐ No

3. Procedure for notifying the water user if a non-health hazard or health hazard is identified, and for informing the water user of any corrective action required. \*

☒ Yes ☐ No

4. The type of protection required to prevent backflow into the public water supply, commensurate with the degree of hazard that exists on the water user's premises. \*

☒ Yes ☐ No

5. A description of what corrective actions will be taken if a water user fails to comply with the water suppliers cross connection control requirements. \*

☒ Yes ☐ No

6. Current records of approved backflow prevention assemblies installed, inspections completed, test results, and verification of current backflow assembly tester certification. \*

☒ Yes ☐ No

7. A public education program about cross connection control. \*

☒ Yes ☐ No



# ASR REVIEW - LARGE SYSTEMS

- Items 1 -4
  - List of high hazards
  - Evaluation procedure
  - Notifying water users
  - Types of protection

**Does the backflow prevention plan include the following: \***

**1. A list of premises where health hazard cross connections exist, including, but not limited to, those listed in Table 42 (High Hazard Table)**

☒ Yes ☐ No

**2. Procedure for continually evaluating the degree of hazard posed by a water user's premises. \***

☒ Yes ☐ No

**3. Procedure for notifying the water user if a non-health hazard or health hazard is identified, and for informing the water user of any corrective action required. \***

☒ Yes ☐ No

**4. The type of protection required to prevent backflow into the public water supply, commensurate with the degree of hazard that exists on the water user's premises. \***

☒ Yes ☐ No

# ASR REVIEW - LARGE SYSTEMS

- Items 5-7
  - Corrective actions
  - Records
  - Public education program

**5. A description of what corrective actions will be taken if a water user fails to comply with the water suppliers cross connection control requirements. \***

☒ Yes ☐ No

**6. Current records of approved backflow prevention assemblies installed, inspections completed, test results, and verification of current backflow assembly tester certification. \***

☒ Yes ☐ No

**7. A public education program about cross connection control. \***

☒ Yes ☐ No

# ASR REVIEW - ASSEMBLY DATA

- Both large and small water systems are required to answer these questions
- Specific assembly data for your system

## ASSEMBLY DATA

### Reduced Pressure Backflow Prevention Assemblies

(RP, RPBA, & RPDA)

If there are no RPs installed in your water system, answer 'No' to the first question and move on to the double check section.

**Are there any RPs installed in your water system? \***

☐ Yes ☒ No

# ASR REVIEW - ASSEMBLY DATA

- How many are installed
- How many were tested
- How many passed
- How many failed
- Comments

## ASSEMBLY DATA

### Reduced Pressure Backflow Prevention Assemblies

(RP, RPBA, & RPDA)

If there are no RPs installed in your water system, answer 'No' to the first question and move on to the double check section.

Are there any RPs installed in your water system? \*

☒ Yes ☐ No

How many RPs are installed in your water system? \*

15

How many RPs were tested? \*

14

How many RPs passed their annual test? \*

14

How many RPs failed their annual test? \*

0

#### Comments

If less than 70% of your RPs were tested, please provide a reason why. You may also provide any other RP related comments here.

One RP wasn't tested because that service connection is vacant and has not water to the site.

# ASR REVIEW - ASSEMBLY DATA

- Almost done with the report!

## Double Checks Backflow Prevention Assemblies

(DC, DCVA, & DCDA)

If there are no DCs installed in your water system, answer 'No' to the first question and move on to the pressure vacuum breaker section.

**Are there any DCs installed in your water system? \***

☐ Yes ☐ No

---

## Pressure Vacuum Breaker Assemblies

(PVB, PVBA, & SVBA)

If there are no PVBs installed in your water system, answer 'No' to the first question and move on to the Certify and Finish section below.

**Do you have any PVBs installed in your water system? \***

☐ Yes ☐ No



# ASR REVIEW

- Certify
- Email your self a copy

## CERTIFY & FINISH

☒ I certify the information provided is true to the best of my knowledge. Providing false information may result in penalties to the individual and to the water system. \*

☒ Send me a copy of my responses

Email address

Molly.a.keller@dhscha.state.or.us|



# ASR REVIEW



Thank you for completing your 2020 ASR. Your response has been received!

-Molly

Powered by  smartsheet

# ASR REVIEW

- Add [forms@app.smartsheet.com](mailto:forms@app.smartsheet.com) to your contacts
- Save a copy of your responses

**From:** Smartsheet Forms <[forms@app.smartsheet.com](mailto:forms@app.smartsheet.com)>  
**Sent:** Friday, March 12, 2021 1:59 PM  
**To:** KELLER Molly A <[Molly.A.KELLER@dhsosha.state.or.us](mailto:Molly.A.KELLER@dhsosha.state.or.us)>  
**Subject:** Confirmation - 2020 Cross Connection Annual Summary Report (ASR)

**Think twice** before clicking on links or opening attachments. This email came from outside organization and might not be safe. If you are not expecting an attachment, contact the sender before opening it.



Thank you for submitting your 2020 ASR. A copy is included below for your records.

If you notice a mistake on the report, please contact Molly, do not re-submit the report.

Please allow at least two weeks for Data Online to be updated. If you do not see your report online by mid April, please contact the program by sending an email to [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) or by calling 971-673-0321.

Thank you,  
Molly

Molly Keller  
Program Analyst 2  
OREGON HEALTH AUTHORITY  
Public Health Division  
Drinking Water Services  
Certification: 971-673-0321  
Fax: 971-673-0694  
[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)  
[molly.a.keller@dhsosha.state.or.us](mailto:molly.a.keller@dhsosha.state.or.us)

Office Hours Tuesday-Friday 6am - 4:30pm

## 2020 Cross Connection Annual Summary Report (ASR)

### Water System

**Name and PWS ID#** testing testing

**Name** Molly Keller

**Email Address** [Molly.a.keller@dhsosha.state.or.us](mailto:Molly.a.keller@dhsosha.state.or.us)

**Contact Phone Number** 971-673-0321

**Residential**

# ASR REVIEW - MAKE A CORRECTION

- Making a correction to your ASR report.
- DO NOT RE-SUBMIT IT
- Contact me directly
- Add this email to your contacts  
[user@app.smartsheet.com](mailto:user@app.smartsheet.com)

Update Request: 2020 Annual Summary Report (ASR)

Molly Keller via Smartsheet <user@app.smartsheet.com>  
To: KELLER, Molly A

Click here to download pictures to help protect your privacy. Outlook prevented automatic download of some pictures from the Internet.

Think twice before clicking on links or opening attachments. This email came from outside our organization. Please be cautious before opening it.

Please update the Other Connections field by clicking on the blue button below.

Thank you,  
Molly

[Open Update Form](#)

Row 2	
Water System Name	Test Test
ASR Contact	Molly Keller
Email Address	<a href="mailto:molly.a.keller@dhsosha.state.or.us">molly.a.keller@dhsosha.state.or.us</a>
Contact Phone Number	971-673-0418
Residential Connections	10.00
High Hazard Connections	Ten
Other Connections	0 not zero, or NA or
Total Connections	10

Update Request: 2020 Annual Summary Report (ASR)

Please update the Other Connections field by clicking on the blue button below.

Thank you,  
Molly

Water System Name  
Test Test

ASR Contact  
Molly Keller

Email Address  
[molly.a.keller@dhsosha.state.or.us](mailto:molly.a.keller@dhsosha.state.or.us)

Contact Phone Number  
971-673-0418

Residential Connections  
10

High Hazard Connections  
10

Other Connections  
0

Total Connections  
10

☐ Send me a copy of my responses

[Submit Update](#)

# ASR REVIEW - DATA ONLINE

- Once the data entry has been completed, your report will be uploaded to Data Online

[www.yourwater.oregon.gov](http://www.yourwater.oregon.gov)

Cross Connection/Backflow Prevention Information (Last 3 Records)		
<u>Enabling Authority Received</u>	<u>Annual Summary Report Received</u>	<u>Fee Invoice Paid</u>
Yes (PDF)	2019 (PDF)	2021
	2018 (PDF)	2020
	2017	2019



# ASR REVIEW - SUMMARY

- We now know
  - ASRs are due March 31st every year for community water systems
  - where to find the templates
  - there are two options for completing the report
  - How to correct mistakes on the report
  - How to check data online





# CERTIFICATION RENEWAL DATA ONLINE

- Search by county
- Search by All Counties
  - start typing in the search box
- <https://yourwater.oregon.gov/backflow.php>

## Tester List Reminders

- Tester List only has testers
- Tester List is by request only
- Testers must have an LCB or CCB

**Oregon Public Health**  
**Drinking Water Data Online**



Introduction :: [Data Search Options](#) :: [WS Name Look Up](#) :: [WS ID Look Up](#) :: [DWS Home](#) :: [DWS Rules](#)

[Return to the Backflow Assembly Testers Web Page](#)

**Certified Backflow Assembly Testers**

Oregon Drinking Water Services (DWS) provides a public list of OHA-certified Backflow Assembly Testers. The list is voluntary and not all certified testers choose to be on the list. Select the county you want, and then you can sort by certification #, name of tester, employer, city, and state. If you are a certified specialist trying to verify a test report but don't see the tester on the list, email the DWS Cross Connection Program at [cross.connection@state.or.us](mailto:cross.connection@state.or.us).

Only OHA-certified Testers are allowed to provide testing services in Oregon. Backflow Assembly Testers who provide their testing services for a fee are required to be licensed through the [Construction Contractors Board \(CCB\)](#) or the [Landscape Contractors Board \(LCB\)](#). Testers on the following list have provided information to DWS that they, or the company they work for, have either a CCB or LCB license; however, this information has not been verified. To verify licensing, you can look up [CCB licenses](#) or [LCB licenses](#).

Select County:

Show  entries

Search:


Certification Number	Tester Name	Phone Number	Employer	Address	City	State	ZIP Code
6131	Christopher B. Thomas	541-379-2546	ROUND-UP CITY PLUMBING	818 Airport Rd	Pendleton	OR	97801
020005	Jakob D. Solomon	541-379-2547	ROUND-UP CITY PLUMBING	818 Airport Rd	Pendleton	OR	97801
156299	Matthew I. Morris	541-276-7221	Rob Merriman Plumbing	4354 Westgate	Pendleton	OR	97801
703580	Marcus V. Morris	541-276-1161	Rob Merriman Plumbing & Heating	4354 Westgate	Pendleton	OR	97801


Showing 1 to 4 of 4 entries (filtered from 419 total entries)

Previous  Next

# CERTIFICATION RENEWAL DATA ONLINE

- New Tester/Specialist list
- <https://yourwater.oregon.gov/certification/specialists.php>
- All active Testers & Specialist
- Employer listed for Specialist ONLY

 Oregon Public Health  
**Drinking Water Data Online**



Introduction :: Data Search Options :: WS Name Look Up :: WS ID Look Up :: DWS Home :: DWS Rules

1. Select the county you want to pull a list for (you can select "All Counties" to pull a list for the entire State)
2. You can sort the list by any column by clicking on the column header
3. You can export the list to Excel

More information can be found on our website: [www.healthoregon.org/crossconnection](http://www.healthoregon.org/crossconnection)  
Questions? Contact the Cross Connection Program at [cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) or 971-673-0321.

Select County:

Export to Excel (csv)

Show 50 entries

Search:

Name	Certification Number	Certification Type	Expiration Date	Employer
Heaven Doherty	6001	Specialist	12/31/2022	CITY OF PENDLETON
Gregory Lacquement	992597	Specialist	12/31/2021	PENDLETON, CITY OF
Tim Smith	6276	Specialist	12/31/2021	PENDLETON, CITY OF

Showing 1 to 3 of 3 entries (filtered from 1,443 total entries)

Previous 1 Next

# ONLINE PAYMENTS

- Online Payments for
  - Certification
  - Cross connection annual fee

## Tips for Paying Tester & Specialist Certification Fees Online

### New Certification Fees

- On the first screen enter the applicants name and certification type (tester, specialist, combo).
- Enter 0000 for the certification number.
- If you hover your mouse over the ? in the blue circle instructions for that field will appear.
- You will automatically be emailed a copy of your receipt.
- Once you have submitted your payment you can email, mail, or fax your certification packet to the program  
Email: [cross.connection@state.or.us](mailto:cross.connection@state.or.us)  
Mail: DWS-Cross Connection; PO Box 14260;Portland, OR 97293  
Fax: 971-673-069

Pay Online Now

### Renewal Certification Fees

- On the first screen enter the tester or specialists name, certification #, and certification type.
- If you hover your mouse over the ? in the blue circle instructions for that field will appear.
- You will automatically be emailed a copy of your receipt.
- Once you have submitted your payment you can email, mail, or fax your renewal certification packet to the program  
Email: [cross.connection@state.or.us](mailto:cross.connection@state.or.us)  
Mail: DWS-Cross Connection; PO Box 14260;Portland, OR 97293  
Fax: 971-673-069

Pay Online Now

## Tips for Paying Annual Cross Connection Fees Online

- If you hover your mouse over the ? in the blue circle instructions for that field will appear.
- You will automatically be emailed a receipt of payment.
- Once you pay online you do not need to do anything else.

Pay Online Now

# ONLINE PAYMENTS

- Hover over the blue question marks for tips on completing the fields
- Payment receipt will come from this email address [noreply@nicusa.com](mailto:noreply@nicusa.com)

## DWS Cross Connection Annual Fee

To make a cross connection annual fee payment, please enter the information below.

### Cross Connection Annual Fee

All Fields Required

Water System Name ?

Water System ID# 41- ?

Water System Contact ?

Certification Fee ?

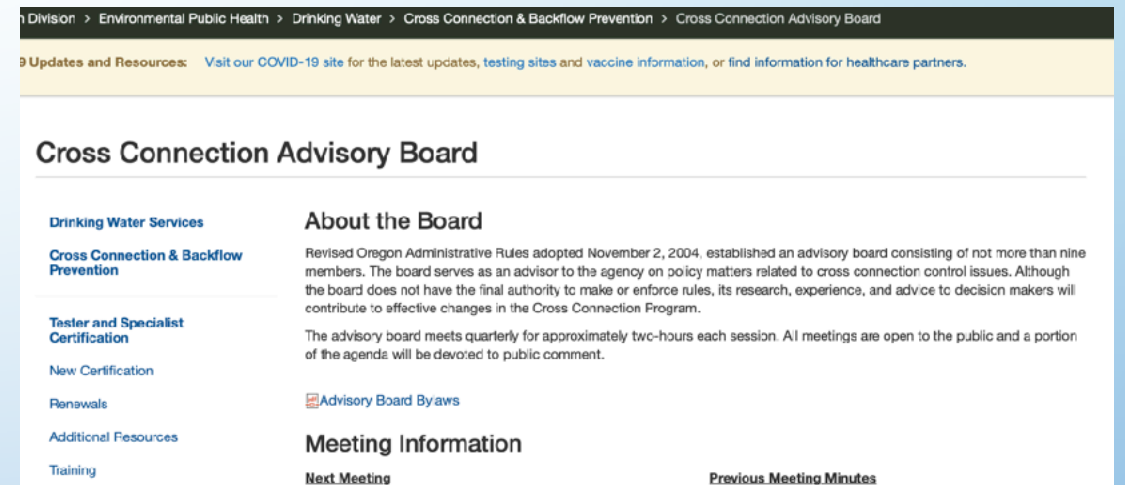
Previous

Continue



# GET INVOLVED!

- State Cross Connection Advisory Board
- AWWA Cross Connection Committee



# DRINKING WATER SERVICE - LIST SERVE

- [www.healthoregon.org/dws](http://www.healthoregon.org/dws)

The screenshot shows the Oregon Health Authority's Drinking Water Services page. The header includes the Oregon Health Authority logo and the text "Drinking Water Oregon Drinking Water Services". Below the header, there is a navigation bar with links to "Public Health Division", "Environmental Public Health", and "Drinking Water". A yellow banner at the top of the main content area reads "OHHA COVID-19 Updates and Resources: Visit our COVID-19 site for the latest updates, testing sites and vaccine information, or find information for healthcare partners." The main content area is titled "Oregon Drinking Water Services" and features a section "Working to keep drinking water safe for Oregonians". This section includes a paragraph about the importance of safe drinking water and a small image of a water tap. Below the paragraph, there are three buttons: "Contact Us", "Sign up for DWS Alerts" (which is circled in red), and "Data Online". At the bottom of the page, there are three columns of links: "Services" (including Cross-Connection & Backflow Prevention, Emergency Planning and Response, Groundwater & Surface Water Protection, Monitoring & Reporting, and Operator Certification), "Resources" (including County & Department of Agriculture Resources, Data Online, Domestic Well Safety Program, Drinking Water Advisory Committee (DWAC), and For Consumers), and "News and Hot Topics" (including a link to "Guidance for Reopening Building Water Systems After Prolonged Shut Down - Updated October 7, 2020" and "Public Water Systems and Novel Coronavirus 2019 (COVID-19) Frequently Asked Questions - Updated May 1, 2020").

The screenshot shows the Oregon Department of Human Services (DHS) Welcome page. The header includes the DHS logo and the text "Oregon Department of Human Services". Below the header, there is a navigation bar with links to "www.oregon.gov/dhs/". The main content area is titled "Welcome" and features a section "To sign up for updates or to access your subscriber preferences, please enter your contact information below." Below this section, there are two input fields: "Subscription Type" (with a dropdown menu showing "Email") and "Email Address" (with a red asterisk indicating a required field). Below the input fields, there are two buttons: "Submit" and "Cancel". At the bottom of the page, there is a small line of text: "Your contact information is used to deliver requested updates and to access your subscriber preferences."

## Quick Subscribe for [REDACTED]

The Oregon Health Authority and Department of Human Services offer updates on various topics below. Subscribe by checking the boxes; unsubscribe by clicking the link below.

Access your [subscriber preferences](#) to update your subscription or email address.

## Subscription Topics

- ☐ Drinking Water Services
  - ☐ Rules and Implementation Guidance
  - ☐ Pipeline Newsletter
  - ☐ Operator Certification
  - ☐ Backflow/Cross-connection Control
  - ☐ Surface Water Treatment/Optimization
  - ☐ Source Water Protection
  - ☐ State Revolving Fund (SRF)

Submit

Cancel

# CONTACT INFORMATION

Add to your favorites:

[forms@app.smartsheet.com](mailto:forms@app.smartsheet.com) – ASR automatic confirmation

[user@app.smartsheet.com](mailto:user@app.smartsheet.com) – ASR follow up

[noreply@nicusa.com](mailto:noreply@nicusa.com) – DWS payment confirmation

[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us) – Tester/Specialist Certification

[dws.opcert@dhsosha.state.or.us](mailto:dws.opcert@dhsosha.state.or.us) - Distribution/Treatment & Small Water Certification

[molly.a.keller@dhsosha.state.or.us](mailto:molly.a.keller@dhsosha.state.or.us) – My email address

[rebecca.t.nyberg@dhsosha.state.or.us](mailto:rebecca.t.nyberg@dhsosha.state.or.us) – Rebecca's email address



THE END

**Tester/Specialist Certification**  
**[cross.connection@dhsosha.state.or.us](mailto:cross.connection@dhsosha.state.or.us)**  
**971-673-0321**

