

## NH ELAP Website Accredited Laboratory Search Instructions

The search function is designed to allow the user to search for a specific laboratory or list of laboratories based on one or more different parameters (Matrix, Category, Analyte, Laboratory, State and/or City).

**For example, to search for an Accredited (Certified) Laboratory in New Hampshire that can test your well water for lead...**

- For the **Matrix** option, select **DRINKING WATER** from the drop down menu.
- For the **Analyte Name** option, select **LEAD, TOTAL** from the drop down menu.
  - In the drop down menu, select the Analyte Name selection and type “L” to get to the “L” analytes quickly, then scroll to the specific analyte.
- For the **State** option, select **NH** from the drop down menu.

Click on the Button named “**Submit Query**” at the bottom of the screen.

An alphabetical list of all laboratories that perform the specified type of testing will be returned. Contact the laboratory for sampling instructions and analysis costs.

- To view a list of all the drinking water analyses (tests) that a laboratory performs, click on the **Show List** button under the **Show Analytes** title. There could be several pages.
- Once you open the analyte list, you can click on **Print Analyte List in Excel** button which will save this list to your computer in Excel format.

**To display all the analyses that a laboratory performs in all matrices:**

- Press the **Reset** on the bottom of the Accredited Laboratory Search screen.
- Beside the **Matrix**, the field should have a (%) as default.
- Beside the **Laboratory Name**, select the name of the laboratory you wish to search from the drop down menu.
- Click on the Button named “**Submit Query**” at the bottom of the screen.

### NOTES:

- “%” (the percent sign) is a wildcard selection; everything under the given selected field will be displayed.
- Start from the top-down when performing a search selection.
- One or more Categories may be selected at a time by either selecting one or several with the use of the Shift key or Control (Ctrl) key and the Enter key.
- The screen may refresh (flashes) in-between selections.
- Please contact NH ELAP if you have any questions or comments about searching or the results returned.

Accreditation Contact: Bill Hall at [George.Hall@des.nh.gov](mailto:George.Hall@des.nh.gov) or at [\(603\) 271-2998](tel:6032712998).

Visit the [NH ELAP webpage](#) to learn more.