

## **BODY ART FACILITY REVIEW CHECKLIST**

### **PLANS:**

- The total area to be used for the business.
- Entrances and exits.
- Number, location and types of plumbing fixtures, including all water supply facilities.
- Lighting plan.
- Floor plan showing the general layout of fixtures and equipment.
- Listing of all equipment to be used including the manufacturer and model numbers. A manual shall be available on-site for applicable equipment (i.e. autoclave unit).
- Written verification from the zoning authority and building department having jurisdiction that the building has been zoned and approved for business use.
- Written infection prevention and control plan that includes, but is not limited to, the following:
  - (a) Decontaminating and disinfecting environmental surfaces;
  - (b) Decontaminating, packaging, sterilizing, and storing reusable equipment and instruments;
  - (c) Protecting clean instruments and sterile instruments from contamination during storage;
  - (d) Ensuring that standard precautions and aseptic techniques are utilized during all body art procedures;
  - (e) Safe handling and disposal of needles;
  - (f) Aftercare guidelines.
- List of all body artists who have received adequate training and will be performing body art services in the body art establishment.

### **SAFETY AND SANITATION STANDARDS:**

- The premises shall have an area of at least 100 square feet.
- The floor space for each individual performing body art services shall have an area of at least 36 square feet (6x6 feet).
- Body piercing areas shall be adequately spaced, or separated from each other by fixed partitions.
- Complete privacy available.
- Entire procedure room and all equipment shall be maintained in a clean, sanitary condition and in good repair.
- Minimum 20 foot candle of artificial light throughout the establishment at 30 inches off floor.
- Minimum 40 foot candles of light available at level where the body art is being performed. Spot lighting may be used to achieve this required degree of illumination.
- Floors directly under equipment used for body art shall have an impervious, smooth, washable surface and shall be a minimum of 36 square feet (6 x 6 feet).
- All tables and other equipment shall be constructed of easily cleanable material with a smooth finish.
- Restroom facilities located within the establishment, available to body artists and patrons. Shall be accessible at all times the body art establishment is open for operation and shall be supplied for use.
- Restroom shall not be used for the storage of equipment, supplies, cleaning supplies, etc.
- Supplied hand sink, *separate from the restroom sink*, shall be located in close proximity of each body artist performing a procedure.
- No overhead or exposed sewerage lines.
- Sufficient and appropriate receptacles with lid.
- Animals, with the exception of service animals, are prohibited from the establishment.
- Walls maintained in a sanitary manner.
- Listing of all base, cove, floor, walls, and ceiling materials and finishes (smooth/easily cleanable).
- The installation of a mop sink required by plumbing code and may require a plumbing permit.

## **ADDITIONAL REQUIREMENTS:**

- Name, address, telephone number, business address, business telephone, occupation of operator. If operator is an association, corporation, or partnership, the address and telephone number of the entity and name of every person who has ownership of 5% or more in the business.
- Statement of attestation that the operator intends to comply with all requirements established by sections 3730.01 to 3730.11 of the Revised Code and rules of the body art regulations.
- Body artists shall submit copies of certificates of appropriate training in the areas of:
  - (a) Apprenticeship training for body piercing or tattooing
  - (b) Demonstrated knowledge of the principles of sterilization
  - (c) Records of completion for
    - First Aid
    - Blood borne Pathogens
- Parental consent form for those under 18 years of age that includes explanation of the procedure, the specific part of the body upon which the procedure will be performed, and the methods for aftercare. *No body art procedure shall be performed on the nipple, areola or genital area of any individual under the age of 18.*
- Each patron shall be provided with verbal and written aftercare procedures.
- Written record of each body art procedure shall be maintained for at least 2 years.
- Written record shall include the patron's name, patron's address, date of service, colors and manufacture of all inks, dyes or pigments used; jewelry used, including size, material composition and manufacturer; and placement of the procedure.
- Name of company conducting weekly spore tests on business's heat sterilization device.
- A negative total coliform water sample if on well water.

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