

BODY ART FACILITY CONSTRUCTION PLAN CHECK

Type of Facility: (mark one)

☐ Permanent

☐ Temporary/Special Event

Are you a: (mark one)

☐ New Facility

☐ Existing Facility

☐ Existing with new ownership

☐ Existing remodel

Business Name: _____ Phone No. _____

Fax _____

Business Address: _____ City: _____ Zip: _____

Name of Operator (owner): _____ Phone No. _____

Fax _____

Address (owner): _____ City: _____ Zip: _____

Architect/Contractor's Name: _____

Company: _____

Phone No. _____ Alt. Phone No. _____

Address _____ City: _____ Zip: _____

Square Feet /Station _____

Total Square Feet of Facility _____

On-site Sterilization Y | N

IF OPENING A NEW FACILITY OR REMODELING:

Date Construction will Begin _____

Proposed Commencement Date _____

Day(s) of Operation: S | M | T | W | TH | F | SA

By appointment: Y | N

Hours of Operation _____ to _____

Type of services provided _____

OFFICIAL OFFICE USE ONLY:

Logged in by: _____ Amount Paid: _____ Date fee paid: _____ Time fee paid: _____

This plan check list is provided as a guidance to assist the facility owner / operator to open a body art facility that will meet public health and safety requirements established by California's Safe Body Art Act (AB 300).

Facility Requirements

- 1.1. ☐ All body art facilities shall be free from any residential area used for sleeping, bathing or meal preparation.
- 1.2. ☐ A body art facility associated with residential dwelling must have a separate entrance and toilet facility.
- 1.3. ☐ A body art facility associated with residential dwelling **shall not** have a door allowing direct access between the body art facility and the residential dwelling.
- 1.4. ☐ All walls and floors of a body art facility shall be smooth, free of open holes or cracks, washable and in good repair. Walls, floors and ceilings shall be maintained in a clean condition.
- 1.5. ☐ All surfaces in the body art procedure area, including client chairs, tables, benches, and counters shall be smooth, free of open holes or cracks, washable and in good repair. All procedure surfaces, including client chairs, tables, benches, and counters shall be of such construction as to be easily cleaned and disinfected after each use/between clients.
- 1.6. ☐ Hand washing facility shall have hot and cold running water under pressure that is directly plumbed and supplied with containerized liquid soap and single-use paper towels that are dispensed from a wall mounted, touchless dispenser which is readily accessible within the body art facility. There shall be a covered waste receptacle by each sink for the disposal of paper towels. One hand sink shall serve no more than three body art technicians.
- 1.7. ☐ A body art facility shall have a separate room or area for the sole purpose of cleaning, disinfecting and sterilizing. This area shall be separated from the procedure areas of at least 5 ft or by a barrier or partition and shall be an area that does not allow client access.
- 1.8. ☐ No animals of any kind shall be allowed in the body art facility except service animals used by persons with disabilities (e.g., seeing-eye dogs).
- 1.9. ☐ Effective measures shall be taken by the owner or operator of the body art facility to protect against entrance into the facility and against the breeding or presence on the premises of insects, vermin, and rodents. Insects, vermin, and rodents shall not be present in any parts of the Facility.
- 1.10. ☐ At least one covered waste receptacle shall be provided in each body art procedure area and each toilet room. Each receptacle shall have a lid and the lid shall be kept closed at all times. Waste receptacles in the body art procedure area(s) shall be emptied daily and solid waste shall be removed from the premises at least weekly. All waste receptacles shall be cleanable, and capable of being disinfected.
- 1.11. ☐ Sharps waste container shall be portable, if portability is necessary to ensure that the sharps waste container is within arm's reach of the practitioner.
 - 1.11.1. ☐ These containers must be hard, puncture-resistant, leak-proof containers specifically designed for the storage of sharps.
 - 1.11.2. ☐ They must be labeled with the universal biohazard symbol.
 - 1.11.3. ☐ They must be maintained in an upright position, and replaced frequently to avoid over-filling.
 - 1.11.4. ☐ When moving sharps' containers, the containers must be closed. If leakage is possible, they must be placed in a second container that will contain all contents, prevent leakage, and labeled with the universal biohazard symbol or be color-coded.
 - 1.11.5. ☐ Sharps' containers must be changed, at a minimum, 90 days after the date of first use.

Recommendations:

- 1.12. The body art facility shall have self-closing doors and windows equipped with screens in good repair if the windows are intended to be used for ventilation.
- 1.13. Body art procedure areas shall be separated from the customer waiting area/retail area by a panel or wall at least four feet high.
- 1.14. There shall be a minimum of 45 square feet of floor space for each body art technician's body art procedure area in the facility.

- 1.15. The facility shall be well-ventilated and provided with an artificial light source equivalent to at least 20 foot candles three feet off the floor, except that 100 foot candles shall be provided at the level where the body art procedures are being performed, and where instruments and sharps are handled/assembled. Spot lighting may be utilized to achieve this required degree of illumination for the purpose of conducting body art procedures.
- 1.16. All chemical or cleaning supply containers shall be properly labeled.

Pre-Opening Requirements

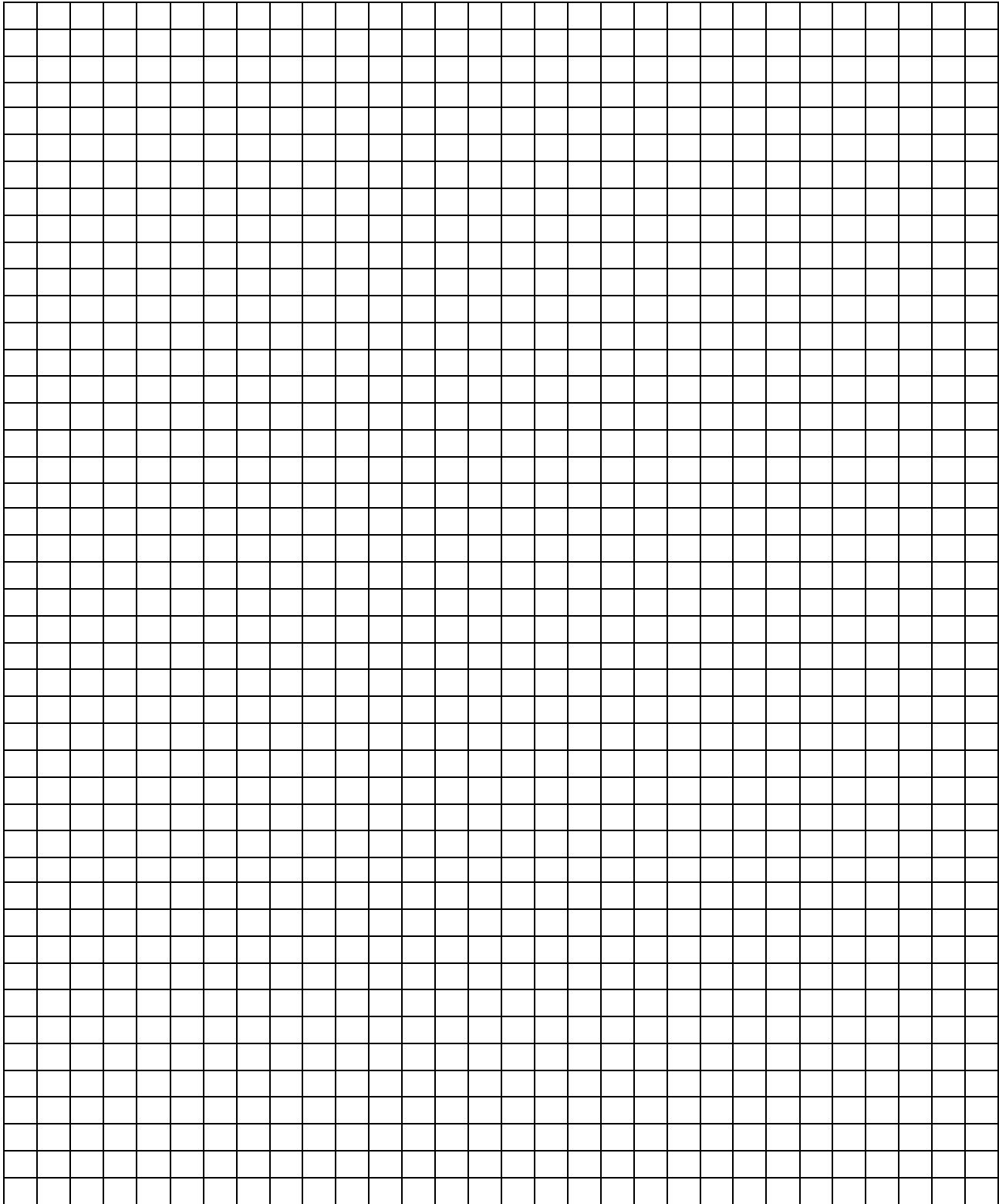
An inspection of the facility will be performed prior to the business being open. The facility must have the following in place before services can be provided:

- 2.1 ☐ If performing, on site sterilization, provide spore test result showing the autoclave to be used is operational. Spore test must be recent (less than 30 days) and sampled according to manufacturer's recommendation for testing for non-use, re-conditioning, repair, or handling for relocation
- 2.2 ☐ Copy of the service agreement with a Medical Waste / Biohazard Waste hauler, mail back system (if applicable) and / or evidence of an approved disposal site
- 2.3 ☐ Copy of the manufacturer's specification for the autoclave (if applicable)
- 2.4 ☐ Copy of the proposed Infection Prevention Control Plan for the facility
- 2.5 ☐ List of Body Art Practitioners anticipated working at the facility (copies of registration)
- 2.6 ☐ Client consent forms and written aftercare instructions
- 2.7 ☐ Hot and cold running water
- 2.8 ☐ Operational and fully stocked hand-washing station
- 2.9 ☐ Sterile room set-up with Biohazard sign/placard (if applicable)
- 2.10 ☐ Self-closing and self-locking door to sterile room (if applicable)
- 2.11 ☐ Single-use supplies (tattoo equipment, needles, ink wells, gloves, paper towels, saran wrap or other covering for chairs, workstations, etc...) are kept in locked cabinets or drawers
- 2.12 ☐ Cleaning, disinfecting supplies and garbage cans
- 2.13 ☐ Availability of restroom with soap and single use towels
- 2.14 ☐ Log book for sterilization records (if applicable)

Applicants for a new Body Art Facility should allow adequate time to complete **the Plan Check List** prior to the facility's anticipated opening. Body art services cannot be provided until the requirements on this check list is approved and completed.

Floor Plan:

For new body art facilities and for body art facilities undergoing renovation, an 8 ½ X 11 or larger scale drawing and floor plan of the proposed facility or the proposed renovation of the facility shall be submitted to the local health department responsible for body art facility inspection for the jurisdiction in which the body art facility will be/is located. This drawing shall show the accurate placement of each of the following items: walls, windows, doors, waiting area, procedure area(s), bathroom(s), cleaning, disinfection, and sterilization area, equipment/instrument storage area(s) chairs, tables, and sinks. This scale drawing and floor plan shall be submitted at least **60 days** before the proposed opening/planned renovation. A pre-opening inspection of the premises will be required before body art services can be performed in this new facility/renovated area.

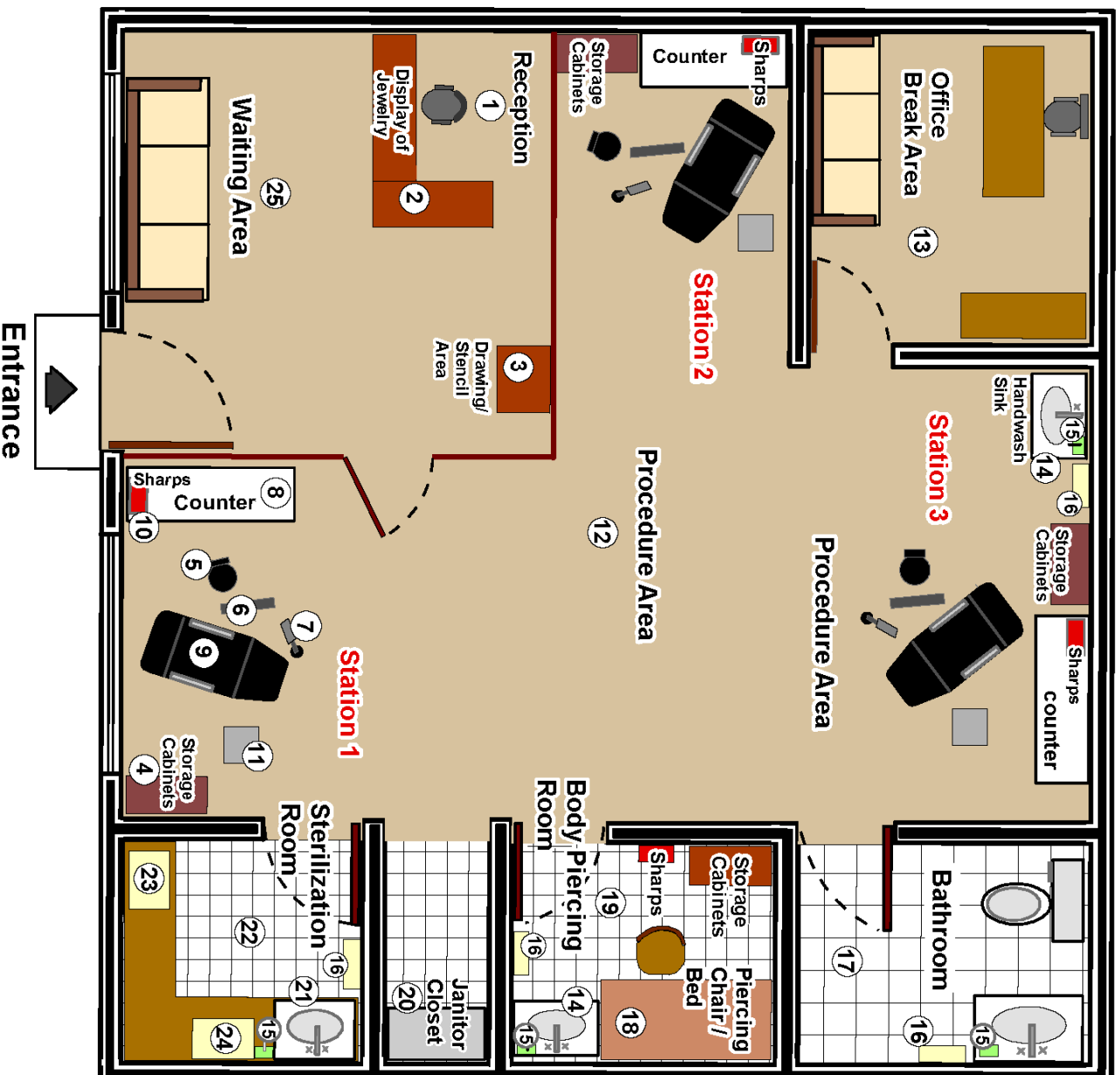


BODY ART FACILITY FLOOR PLAN & EQUIPMENT LAYOUT Scale $\frac{1}{4}$ " = 1 foot
(If other scale, notify:_____)

BODY ART FACILITY _____.

Submitted by:_____

Example Site Plan



* Items containing this asterik are required to be shown on the scaled plans.

Equipment Specifications:

Submit equipment specification sheets, including make and model numbers of the equipment (inside the procedure room(s) and sterile/decontamination room). If the specification sheet lists more than one piece of equipment identify the specific equipment to be used. If there is no specification sheet available, the equipment will only be accepted upon a field inspection to determine if it meets commercial design criteria. *(Please attach additional pages as necessary.)*

Room/Area Materials and Finishes

ROOM OR AREA	FLOOR	WALLS
Example: Restroom	<i>Smooth quarry tile</i>	<i>Gypsum board; smooth; semi-gloss paint Swiss coffee</i>
Restroom		
Procedure Areas		
Decontamination and Sterilization Room		
Body Piercing Room		
Drawing/Stencil Area		
Reception and Waiting Area		

Equipment Information – Part One

ROOM OR AREA	LOCATION	MANUFACTURER	MODEL NUMBER
Example:			
Autoclave			
Ultrasonic Machine			
Permanent Cosmetic Machine			
Water Heater Capacity: gal.			

Note: Please provide specification sheets for all equipment.

Requirements for Body Art Facilities does not relieve the owner/operator of a licensed body art facility from the responsibility for securing a local permit or complying with applicable local codes, regulations, or ordinances that are in addition to the Requirements for Body Art Facilities.

Water supply; plumbing:

- The water system shall comply with the requirements of the local health authority.
- Plumbing shall be designed, constructed, installed, and maintained to prevent cross-connection with the water system.
- Sinks, lavatories, drinking fountains, and other water outlets shall be supplied with safe water, sufficient in quantity and pressure, to meet conditions of peak demand.

Sewage disposal

- Sewage and other water-carried wastes shall be disposed of through a municipal or private sewer system.
- Private sewer/septic systems shall be designed and operated to safely dispose of all wastewater generated. Septic tank shall be adequate in size for the projected use and meet the criteria of the environmental health department.