

## EVENT ORGANIZER APPLICATION CHECK LIST FOR A TEMPORARY BODY ART EVENT

This checklist is provided to guide the temporary event sponsor/organizer to obtain the temporary event permit and demonstration booth permits that will meet public health and safety requirements established in California's H&S Code Chapter 638, Safe Body Art Act Section 119317 and 119318 for a temporary Body Art Event. All of the items on the checklist must be addressed in order for the application to be accepted and reviewed. This application package is required to be submitted a minimum of 30 (thirty days) prior to the date of the planned event. Practitioner notification forms are to be turned in two weeks before the event. No late practitioners will be approved on the day of the event.

Body Art Event Organizer Application: A written application to address sponsor requirements as specified in AB 300, Section 119317 and 119318. The application shall address the following items:

- A Site Plan of the Temporary Event Facility Floor Plan: The schematic must show the general layout of the facility which includes: the demonstration booth locations and dimensions, assigned number and company name, potable water supply, booth waste water discharge location, commercial hand washing stations, bathroom locations, posted information for the nearest emergency room, and if applicable the decontamination/sterilization area. The decontamination/sterilization area shall show the locations of the autoclave, ultrasonic cleaner, and a sink for cleaning equipment and hand washing.
- Demonstration Booth Requirements: The booth name and number shall be clearly labeled, a minimum of 3 inches in height, and located in an area of the booth that will not be covered so as to be easily identified.
- Decontamination/Sterilization: Section 119318 (b) (7): Provide contact information for the decontamination/sterilization booth contractor. Provide the Blood-borne Pathogen Training Certificate or Body Art Practitioner Registration for the booth operators. Discuss the operational procedures of this booth for compliance with sterilization standards of CA H&S Chapter 638, Section 119315 (a)(b)(1) (2)(3)(4)(5) (the location should be indicated on the event schematic plan). Provide results from a biological spore test taken within the last 60 days for autoclave to be used at event. Maintain a log book of sterilization cycles including the date of the cycle, list of the contents of the load, exposure time and temperature, Class V integrator results, and biological spore test results.
  - Hand Wash Facilities: Section 119317 (f): Indicate type of hand washing stations provided. Indicate hand wash station locations on the temporary event floor plan. Hand washing stations shall be equipped with single dispensed paper towels and liquid soap. Provide the method and frequency that will be utilized to remove waste water and recharge potable water for the temporary hand wash stations. Document the frequency on a maintenance log. (Note-hand wash station(s) shall be located within 100 ft. of the booths to be served)
- Restrooms: Section 119318 (b) (2): Discuss the available rest room facilities for compliance with this section.
- Sharps Disposal: Provide a copy of the disposal agreement from an approved disposal service for the sharps. Provide properly labeled, portable sharps containers in each demonstration booth and in the decontamination station.
- Trash Removal Frequency: Section 119318 (b) (5): provide method of removal and disposal of trash from the demonstration booths. Document the frequency on a maintenance log.
- Backup Supplies: Section 119318 (b) (8): Discuss the availability of single use supplies for practitioner purchase and use.
- Forms and Documents: Section 119318(b): Discuss availability of all necessary forms (i.e., Client Consent, Medical History, Aftercare Instructions, Client Procedure Log, Disposable Instrument Use Log, and Sterilization Log)

Practitioner Booth Notification Form: Each body art booth must submit their completed and signed Practitioner Booth Notification Form to the event organizer. The organizer must submit all of these forms to the Fresno County Environmental Health office two weeks prior to the event starting date. No late practitioners will be approved on the day of the event. Unlicensed practitioner(s) will not be allowed to conduct body art at this event.