

Body Art Establishment

Self-Inspection Checklist

This checklist can be used as a general guide regarding what Boulder County Public Health (BCPH) looks for during a health inspection at a body art facility.

Requirements for body art establishments (should be on file for review):

- Employee files are complete and include:
 - Employee name, bloodborne pathogen training dates, hepatitis B vaccination or waiver documentation, employee address, and phone number
- Sharps disposal agreement
- Spore test log and test results
- Sterilizer log (date, temperature, instruments, start and stop time, person recording information)
- Written exposure plan
- License posted

Client records:

- Client records for the previous three years are on-site
- Client consent form includes:
 - Client name, address, phone
 - Date of procedure
 - Type and location of procedure
 - Manufacturer and lot# of ink
 - Statement that body art is permanent
- Client aftercare instructions include:
 - Facility contact information
 - BCPH phone number and contact person to call with concerns
 - Statement that facility is licensed by BCPH
 - Explanation of when to call a doctor
 - Name of body artist
 - Care instructions and possible side effects

Infection and exposure control – be prepared to discuss with inspector and/or demonstrate:

- Handwashing procedure
- Instrument cleaning and sterilization procedure
 - Instrument Cleaning*
 - Soak container and solution is used and changed
 - Gloves are worn
 - Manual or ultrasonic cleaner is used
 - Packaging*
 - Indicator tape is inside each package
 - Labeled with date and time

- Stored in a clean and dry area

Sterilizer

- Maintained
- Sterilizer records available for last three years, and spore testing results are recorded in records
- Cleaning of procedure area
- Post-exposure procedure
- Chemical storage and safety
- Infectious waste management

Body art procedure – be prepared to demonstrate and discuss:

- No reusing of needles, needle bars
- No smoking or eating
- Procedures to address requests for body art from minors
- Gloves and glove changing
- Needles have indicator strips inside
- Use of drapes and lap cloths
- Covering equipment
- Single-use portions
- Spray technique
- Cleaning of procedure area
- Skin preparation
- Use of stencils
- Disposal of sharps – including razors and needle bars
- Disposal of contaminated waste
- Jewelry used meets standards

Facility requirements:

- Surfaces easily cleanable
- Toilet is clean and in good repair
- 50-foot candles at procedure
- Hot and cold water available under pressure
- Hand sinks are available with soap and paper towels
- Separate areas are designated for cleaning, packaging, and storing
- Instrument cleaning sink is available
- Sewage and trash disposal is provided
- Facility available for cleaning of cloth items
- Animals are not permitted
- Backflow preventers are installed
- Biohazard waste labels on trash containers
- Chemicals labeled and stored
- Separate area for waiting, eating, etc.