

BODY ART

PLAN SUBMISSION & REQUIREMENTS BOOKLET



CRAWFORD COUNTY PUBLIC HEALTH



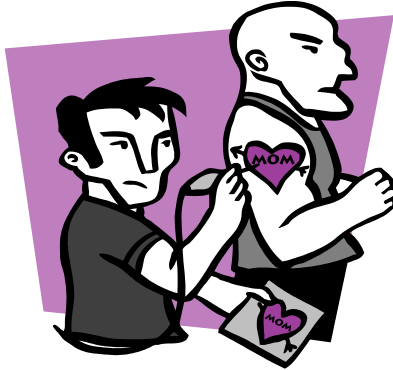
PREVENT • PROMOTE • PROTECT

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New, Remodeling or Upgrading a Tattoo/Body Piercing Facility



The information contained within this booklet will aid you in the development of your facility.

To begin the development process, the following steps must be followed:

Step 1

A layout of your facility and equipment list must be submitted to and approved by our department before any construction work may begin on the facility.

For new facilities, the plan review step is required even if you are not doing any structural, plumbing or electrical changes. You must also submit your application and application fee to the Crawford County General Health District.

Step 2

Other agencies must be contacted for approvals and inspections concerning structural, electrical and plumbing work. These are needed in order for our department to approve the facility.

Structural & Electrical Plans/Inspections:

RICHLAND COUNTY BUILDING DEPARTMENT

Plumbing Plans/Inspections:

RICHLAND PUBLIC HEALTH

If outside of municipal sewage and water facilities, all sewage and water systems Plans/Inspections:

NORTHWEST OHIO EPA

Step 3

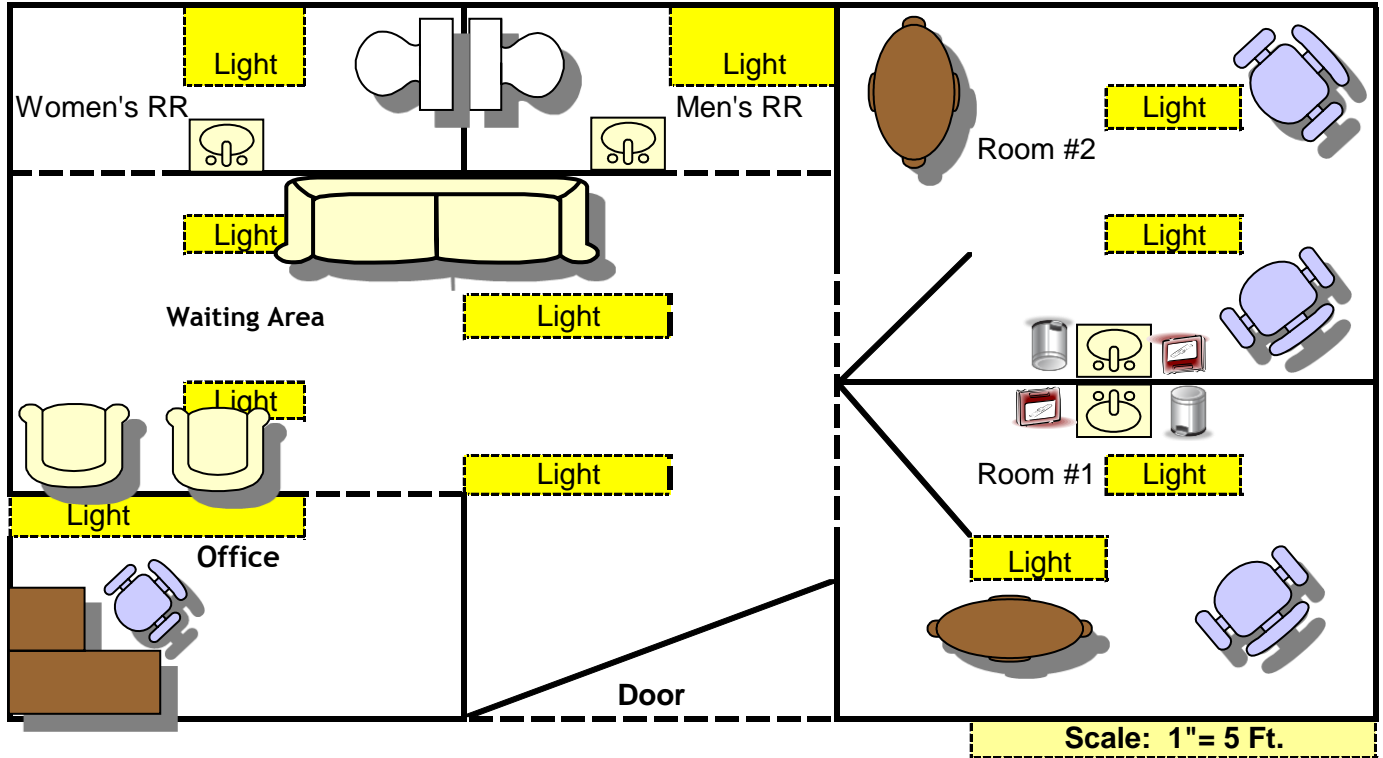
Submit your approvals from the other agencies and schedule your opening inspection with the Health Department.

Please read the information contained in this booklet carefully.

If you have any questions, please contact our department and we will be happy to guide you through the development process.

PLAN SUBMISSION DIAGRAM & CONTENTS


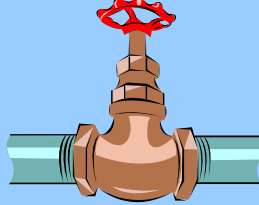



Diagramed below is an example of a proper set of food facility plans.



A PROPER SET OF PLANS MUST INCLUDE THE FOLLOWING

- 1 A floor plan showing the general layout of fixtures & equipment
- 2 Entrances & Exits
- 3 The number and exact locations of lighting fixtures.
- 4 A listing of all equipment to be used.
- 5 Number, location & types of plumbing fixtures.
- 6 Total Area of Business (square feet).

OTHER AGENCY LIST

INSPECTION REQUIRED	CONTACT AGENCY
 <p>Structural & Electrical</p>	<p>Richland County Building Department Contact: 1495 West. Longview Ave. Mansfield, Ohio 44906 419-774-5517 Fax: 419-774-6317</p>
 <p>Plumbing</p>	<p>Mansfield/Ontario/Richland County Health Department Plumbing Division 555 Lexington Ave. Mansfield, OH 44907 419-774-4524 fax: 419-774-0845</p>
 <p>Sewage Disposal</p>	<p>Ohio EPA Northwest District Office Contact: Michelle Sharp 347 N. Dunbridge Rd. P.O. Box 466 Bowling Green, Ohio 43402 419-373-3019</p>
 <p>Water Supply</p>	<p>Ohio EPA Northwest District Office Water Systems 347 N. Dunbridge Rd. P.O. Box 466 Bowling Green, Ohio 43402 419-352-8461</p>
 <p>Fire</p>	<p>Bucyrus City Fire Department 419-562-1351 Crestline Fire: 419-683-3823 New Washington Fire: 419-492-2345 Or your local Township Fire Chief</p>

FACILITY & PERSONNEL REQUIREMENTS

FACILITY REQUIREMENTS

Total area of the studio shall be at least 100 square feet.

Floor space for performing the activity shall be at least 36 square feet.

Floor directly under the equipment shall be impervious, washable and smooth.

All tables and equipment shall be easily cleanable.

A handink shall be in close proximity with hot and cold running water, soap and single use towels.

Restroom facilities shall be available to employees and customers.

A convenient place for all aftercare, consent forms, and other paperwork shall be available.

Complete privacy should be available upon a patron's request.

There shall be no overhead or exposed sewerage lines so as to create a potential hazard to the sanitary environment of the business.

The entire procedure room and equipment shall be maintained in a clean, sanitary condition.

There shall be no smoking or use of any tobacco products by the operator or patrons in the facility.

At no time shall food or drink be consumed by the operator in rooms used for tattoo or piercing services.

Animals are not permitted in any part of the establishment.

LIGHTING REQUIREMENTS

Solid Waste & Infectious waste disposal shall meet the requirements of the Ohio Environmental Protection Agency.

Infectious waste must be handled per OEPA Regulations.

Under 50 pounds of infectious waste per month can be separated, weighed, double bagged and thrown away with the trash per your trash disposal company.

Infectious waste bags are to be red and/or identified with a biohazard label.

Records of weight shall be kept in the facility and available for inspection at any time.

Sufficient and appropriate receptacles shall be provided. Each receptacle shall have a lid.

LIGHTING REQUIREMENTS

The studio shall have light equivalent of at least 40 foot candles where the procedure is performed.

There shall be at least 20 foot candles of light equivalent throughout the establishment.

ARTIST REQUIREMENTS

Written statements of attestation by individuals offering tattoo or body piercing apprenticeships that the person has received sufficient training to perform services.

All artists shall maintain records of completion of courses provided by the American Red Cross or other authorities approved by the Board of Health as being qualified in:

- First Aid
- Prevention of Infectious Disease Transmission

A written infection prevention and control plan.

The operator shall maintain procedures for appropriate tattoo and piercing aftercare.

Operator must maintain for each tattoo service performed, a written record of dye colors, manufacturer and any lot number.

Artist is to wear a clean new pair of disposable gloves for each patron.

If utilizing lap cloths, artist is to use a different lap cloth for each patron.

No person is to perform a tattooing or piercing procedure if they are under the influence of drugs or alcohol.

No person is to perform a tattooing or piercing procedure on an individual under 18 years of age without parental/guardian consent.

No procedure shall be performed on the nipple, areola or genital area of an individual under the age of eighteen. (Even if they have parental consent.)

EQUIPMENT

Sterile instruments and aseptic techniques shall be used at all times.

The operator shall maintain written records of equipment including manufacturer & model numbers.

Operator shall disinfect and sterilize all non-disposable equipment in accordance with rule 3701-09-08 of the Ohio Administrative Code.

Operator shall maintain weekly biological monitoring tests of the sterilization devices in accordance with division (A)(5) of section 3730.09 of the Ohio Revised Code.

Operator shall maintain a log of all sterilization device tests performed for at least two years.

A record of each procedure shall be maintained for at least 2 years and the record shall include:

- [1] The patron's name, address, date of service, colors & manufacturer of all inks, dyes, pigments,**
- [2] the jewelry used (including size, material & manufacturer), placement of procedure.**