

Body Art Facility Plan Review Packet



Safe Body Art Act

On October 9, 2011, Assembly Bill 300, otherwise known as the Safe Body Art Act, was signed into law by Governor Jerry Brown with an effective date of July 1, 2012. The purpose of this law is to provide statewide standards for the oversight and regulation of persons engaged in the business of tattooing, body piercing, application of permanent cosmetics, and branding. This law repeals current provisions regarding these businesses. The scope of this law will include all body art facilities operating in the County of San Bernardino.

The Division of Environmental Health Services (DEHS) will be the local enforcement agency for the Safe Body Art Act. Each body art facility, including permanent, mobile, and temporary, in a city or the unincorporated county area is required to obtain a valid health permit from DEHS before body art activities can be performed. A person proposing to construct or remodel a permanent or mobile body art facility is required to submit plans to DEHS. The plans must be approved by DEHS prior to the issuance of building or other applicable permits. DEHS will only issue a health permit after an investigation has determined that the proposed body art facility and its method of operation meets the specifications of the approved plans or conforms to the requirements of the Safe Body Art Act. For additional information, contact DEHS at 1-800- 442-2283.

Body Art Facility Plan Review Requirements

New body art facilities, or facilities planning to remodel, in the County of San Bernardino are required to submit plans to the Division of Environmental Health Services (DEHS) for review. Construction on a new facility or remodeling of an existing facility shall not commence until approval is given by DEHS. Body art facilities are not allowed to open without a valid health permit. Health permit applications will only be accepted after the proposed plans have been reviewed and approved. In order to obtain plan review approval, the steps listed below must be completed. Plans must be submitted to the Division of Environmental Health Services (DEHS) at one of the following locations:

385 N. ARROWHEAD AVE, 2ND FLOOR
SAN BERNARDINO, CA 92415
(909) 387-4608

OR

8575 HAVEN AVE, STE 130
RANCHO CUCAMONGA, CA 91730
(909) 948-5058

OR

15900 SMOKE TREE ST, STE 131
HESPERIA, CA 92345
(760) 995-8154

- ✓ Complete **Application for Body Art Facility Plan Review**
- ✓ Submit **Preliminary Body Art Facility Plan Review** checklist with signature
- ✓ Pay **Applicable fee** for Plan Review
- ✓ Submit **Plans for Facility**

Complete set of floor plans drawn to scale ($\frac{1}{4}$ inch = 1 foot). Each page must not exceed 11" x 17" (additional pages must be used as needed).

- ✓ Provide a copy of the facility's **Infection Prevention and Control Plan**

The Infection Prevention and Control Plan shall include all of the following:

1. Procedures for decontaminating and disinfecting environmental surfaces
2. Procedures for decontaminating, packaging, sterilizing, and storing reusable instruments
3. Procedures for protecting clean instruments and sterile instrument packs from exposure to dust and moisture during storage
4. A set up and tear down procedure for any form of body art performed at the body art facility
5. Techniques to prevent the contamination of instruments or the procedure site during the performance of body art
6. Procedures for safe handling and disposal of sharps waste

A body art facility shall maintain and follow a written Infection Prevention and Control Plan, provided by the owner or established by the practitioners, specifying the procedures to achieve compliance with each applicable Safe Body Art Act requirement.

The Infection Prevention and Control Plan shall be **revised** when changes are made in infection prevention practices, procedures, or tasks.

Onsite training is required at least once a year in addition to when:

1. Tasks are initially assigned in which onsite occupational exposure may occur
2. There are changes in the procedures or tasks
3. New technology is adopted for use in the facility

Records of training shall be maintained for at least 3 years and shall be available for inspection upon request of the enforcement officer.



PRELIMINARY BODY ART FACILITY PLAN REVIEW

RETURN TO:

- 385 N. ARROWHEAD AVE, 2ND FLOOR, SAN BERNARDINO, CA 92415 - (909) 387-4608
- 8575 HAVEN AVE, STE 130, RANCHO CUCAMONGA, CA 91730 - (909) 948-5058
- 15900 SMOKE TREE ST, STE 131, HESPERIA, CA 92345 - (760) 995-8154

The following material shall be submitted for a proposed body art facility plan review. New facilities and facilities proposing to remodel must submit plans to the Division of Environmental Health Services (DEHS) for approval. Preliminary approval to accept plans does not guarantee final plan check approval or the ability to obtain a valid health permit.

SUBMITTED MATERIAL

FACILITY NAME

ADDRESS

Type of Facility Permanent Mobile

Complete Application for Body Art Facility Plan Review

Copy of the facility's *Infection Prevention and Control Plan*

Complete set of floor plans drawn to scale (¼ inch = 1 foot). Each page must not exceed 11" x 17" (additional pages must be used as needed). Show all areas and equipment including:

Facility

- Floor plan and layout
- Separate entrance from any residential areas used for sleeping, bathing, or meal preparation
- Storage areas for equipment and supplies

Procedure areas

- Light sources
- Separate from nail, hair and/or other activities
- Sink supplied with hot and cold running water

Decontamination and sanitation areas

- Sterilization and Cleaning equipment (i.e. Autoclave, ultrasonic, etc.) - include make and model number
- Separate from procedure areas
- Sink supplied with hot and cold running water
- Lined waste containers in each procedure, decontamination, and sterilization area
- Changes to existing facility (Remodel Only)
- Restrooms
- Container for the disposal of sharps waste in each procedure, decontamination, and sterilization area

Applicable Plan Review fee

All information listed above must be provided with the *Application for Body Art Facility Plan Review*.

PRINT NAME

SIGNATURE

DATE



COUNTY OF SAN BERNARDINO
Environmental Health Services
 DEPARTMENT OF PUBLIC HEALTH

APPLICATION FOR BODY ART FACILITY PLAN REVIEW

RETURN TO:

- 385 N. ARROWHEAD AVE, 2ND FLOOR, SAN BERNARDINO, CA 92415 - (909) 387-4608
- 8575 HAVEN AVE, STE 130, RANCHO CUCAMONGA, CA 91730 - (909) 948-5058
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BUSINESS INFORMATION

FACILITY NAME		FACILITY PHONE NUMBER		DATE	
ADDRESS			CITY		STATE
ADDRESS			CITY		STATE
OWNER		E-MAIL			OWNER'S PHONE NUMBER

REQUESTOR INFORMATION

CONTACT PERSON				PHONE NUMBER	
BUSINESS				FAX NUMBER	
ADDRESS			CITY		STATE
ADDRESS			CITY		STATE

CHECK MOST APPROPRIATE OWNER CONTRACTOR/ARCHITECT DESIGNER OTHER:

BASIC FACILITY INFORMATION NEW EXISTING PERMANENT MOBILE

FORMER BUSINESS NAME (IF APPLICABLE)

DESCRIPTION OF REMODEL

TYPE OF ACTIVITIES TATTOO BODY PIERCING PERMANENT COSMETICS BRANDING

ADDITIONAL INFORMATION (OPTIONAL)

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FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY FOR OFFICE USE ONLY

<input type="checkbox"/> PRELIMINARY REJECT	NOT APPROVED <input type="checkbox"/> PLANS <input type="checkbox"/> METHOD OF OPERATION	PLANS CHECKED BY
<input type="checkbox"/> APPROVED - INFECTION PREVENTION AND CONTROL PLAN (METHOD OF OPERATION)		DATE
<input type="checkbox"/> PLANS APPROVED AS CORRECTED	The violations listed require correction prior to issuance of a permit to operate. Plans valid for up to 2 years from this date, after which plans are void.	PHONE NUMBER

Fee:	Late Fee:	Total Fee Due:	Amount Paid:
Received By:	Date:	Check Number:	DEHS Receipt Number:
*FA Number:	*PR Number:	SR Number:	PE Number:
OW Number:	Permit Exp. Date:	District Number:	City Code:
AR Number:	Designated Employee:		Contributor Number:
Circle One: <input type="checkbox"/> New <input type="checkbox"/> Transfer <input type="checkbox"/> Renewal		Envision Entered By:	Date: