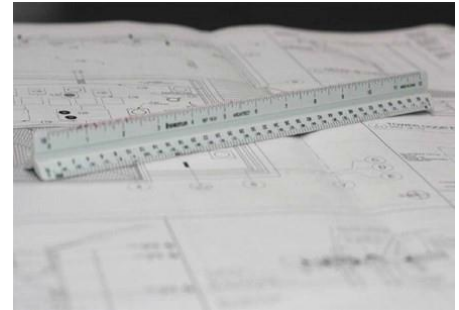


## BODY ART FACILITY PLAN REVIEW REQUIREMENTS

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 DEHS.



### Specific Instructions to Applicants:

- Complete Application for Body Art Facility Plan Review (For Application [Click Here](#))
- 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.

## Body Art Facility Plan Review Requirements

Body art facility floor plan shall be drawn to scale (1/4 inch = 1 foot). It may be submitted on paper not to exceed 11" by 17" or electronic via CD, flash drive, email, etc. The following material shall be included on the body art facility plan. Preliminary approval to accept plans does not guarantee final plan check approval or the ability to obtain a valid health permit.

1. Facility
  - Floor plan and layout
  - Separate entrance from any residential areas used for sleeping, bathing, or meal preparation
  - Storage areas for equipment and supplies
2. Procedure Areas
  - Light sources
  - Separate from nail, hair and/or other activities
  - Sink supplied with hot and cold running water
3. 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
4. Restrooms
5. Container for the disposal of sharps waste in each procedure, decontamination, and sterilization area
6. Changes to existing facility (Remodel Only)