**Body Art Facility Infection Prevention**

**And Control Plan Guideline**

All body art Facilities shall maintain and follow a written Infection Prevention and Control Plan (IPCP), provided by the owner or established by the practitioners, specifying procedures to achieve compliance with the Safe Body Art Act (all sections referenced in this document are from this Act). A Copy of the IPCP shall be filed with the Marin County Environmental Health Services office and a copy maintained in the body art facility.

The body art facility owner shall provide on-site training on the facility’s IPCP to all the body art practitioners and employees or, individuals involved with decontamination and sterilization procedures. Training shall be provided when tasks where occupational exposures may occur are initially assigned, anytime there are changes in the procedures or tasks and when new technology is adopted for use in the body art facility, but not less than once each year. Records of training shall be maintained on-site for three years.

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| **Name of Body Art Facility:**  |
| **Site Address:**  |
| **City, State, ZIP:** |
| **Type of Body Art Facility:** |
| **Contact Person:** | **Telephone:** |

1. **Decontamination and Disinfection:** Describe the procedures for decontaminating and disinfecting of workstation and surfaces (Sections 119308 (b) and 119309 (a)(b)(c)(d)(e)).
2. Workstation surfaces/counter tops:

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1. Workstation chairs/stools:

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1. Trays:

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1. Armrests:

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1. Headrests:

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1. Procedure area:

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1. Tables:

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1. Tattoo machine and Clip Cord:

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1. Reusable instruments, calipers, needle tubes, etc. portable light fixtures or other:

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1. Permanent Cosmetic Machine:

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1. **Reusable Instruments or Disposable:** Describe the procedures used for decontaminating, sterilizing, packaging and storing of reusable instruments. Include the procedures for labeling of sterilized peel-pack. Indicate whether the body art facility uses all pre-sterilized, single-use and disposable instruments. Describe the record keeping logs and procedure logs maintained on-site when using 100% pre-sterilized, single-use and disposable instruments (Sections 119309 and 119315).
2. Needle tubes:

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1. Calipers:

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1. Other instruments:

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1. **Storage:** Describe the storage location and equipment used for the storage of clean and sterilized instrument peel packs to protect the packages from exposure to dust and moisture (Section 119315 (c)).

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1. **Set Up and Tear Down of Workstation:** Describe the procedure for setting up and tearing down the workstation for the following procedures (Sections 119308, 119309 (c), 119311, and 119313 (b)(4)).
2. Tattoo:

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1. Piercing:

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1. Permanent Cosmetics:

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1. Branding:

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1. **Prevention of Cross Contamination:** Describe the techniques used to prevent the contamination of instruments, tattoo machines, trays, tables, chairs, clip cords, power supplies, squeeze bottles, inks, pigments, lamps, stools, soaps, procedure sites and additional areas of potential contamination during body art procedures. Include barriers provided to prevent cross contamination. Describe how procedure sites are prepared for a body art procedures. (Sections 119308, 119309, and 119311 (c)(d)(e)(f)).

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**E. Prevention of Cross Contamination (Continued):**

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1. **Sharps Containers:** Describe the procedures used for the safe handling of sharps and indicate the location of the in-use sharps containers. Indicate disposal frequency for sharps waste (Section 119314 (e)).

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1. **Sharps Disposal:** Describe the disposal of sharps used during a body art procedure (Sections 119308 (b)(3) and 119311 (g)).
2. Needles and needle bars:

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1. Razors:

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1. Other sharps or single-use marking pens used on open skin:

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1. **Medical Waste Disposal:** List the Medical Waste Hauler, Mail-back System or Alternative Treatment Technology used for the disposal of sharps containers(Section 119314 (e)):

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| Medical Waste Hauler: |       |
| Street Address: |       |
| City, State, ZIP: |       |

1. **Sterilization of Jewelry:** Describe the procedure used for the sterilization of jewelry prior to placing into newly pierced skin (Sections 119310 (a) and 119315).

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1. **Sterilization room:** Describe the procedure used for decontaminating instruments prior to placing them into the autoclave. Indicate whether instruments are soaked, manually washed or machine washed, such as with an Ultrasonic machine. (Sections 119309 (b)(e)(g). 119314 (c), and 119315 (b)).

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1. **Disinfection Products:** List the disinfectant products used at the body art facility (Sections 119301 (k) and 119308 (b)(6)).

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1. **Time and Temperature:** List the temperature of the autoclave and duration of time at that temperature required for the sterilization of clean instruments. Indicate where the sterilization log is maintained on-site. Indicate whether each sterilization load is tested using Class V integrators (Sections 119315 (b)(3)(5)).

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| Time: |       |
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1. **Personal Protective Equipment:** List the personal protective equipment used during a body art procedure for the practitioner and the client Sections 119308 (a) and 119309 (j)).

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1. **Handwashing Sink:** List the locations of the handwash sinks and describe the items supplied at each sink (Sections 119314 (b)(3)).

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1. **Aftercare Procedure:** Describe the written recommendation and care information provided to the client after a body art procedure. List the type of bandages or wrapping provided after a body art procedure (Sections 119309 (a)(b)(c)).

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1. **Procedure for an Accidental Spill:** Describe the clean-up and disinfection procedure taken when there is an accidental spill of sharps (Sections 119309 (a)(b)(c)).

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1. **Trash Receptacles and Disposal of Contaminated Trash:** Describe the procedure for the disposal of contaminated items, such as gloves (Sections 119311 (a) and 119314 (d)).

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1. **Negative/Failed Spore Test:** Describe the procedure conducted when a monthly spore test has failed. Indicate where the facility maintains a spore test log on-site (Section 119315 (b)(2)(4)).

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1. **Commercial Ink or Pigment Manufacturers:** List the manufacturer(s) for the inks or pigments used at the facility. Describe the procedure for dilution of inks. Only sterile water should be used for dilution of inks or pigments (Section 119311 (b)(c)(d)(e)).

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1. **Permanent Cosmetic Machine Name and Manufacturer:** Provide the model name and number for the permanent cosmetic machine(s) used (Section 119311 (i)(j)).

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1. **Service Animals:** Describe the facility’s policy regarding service animal presence in procedure, decontamination, and sterilization areas (Section 119314 (f)).

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***I hereby certify that all body art practitioners performing body******art at this facility and employees or individuals involved with decontamination and sterilization procedures have been trained with the procedures and information contained in this document. To the best of my knowledge and belief, the statements made herein are correct and true.***

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| Signature: |  | Date: |       |
| Title: |  |  |  |