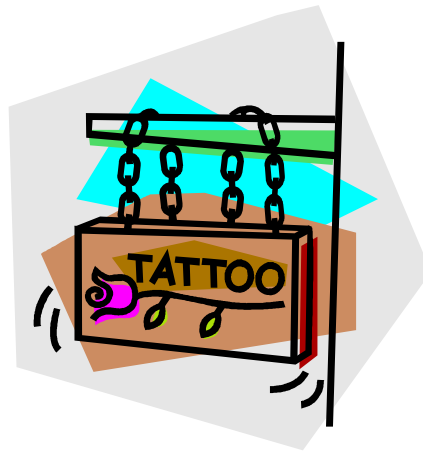




County of San Diego

BODY ART FACILITY PLAN CHECK GUIDELINES



**Department of Environmental Health
Food and Housing Division - Plan Check Program
5500 Overland Ave., San Diego, CA. 92123
(858) 505-6660**

GENERAL REVIEW

When a tattoo, permanent cosmetic, branding or piercing business is constructed or remodeled, plans and specifications for such construction, remodel or alteration shall be submitted to the Department of Environmental Health (DEH) Food and Housing Division (FHD) Plan Check Unit. The local building official may also require plans.

- A. The plans shall consist of a scaled drawing and a floor plan indicating the layout of procedure areas, cleaning and sterilization area, sink counters, storage areas, equipment, toilet facilities and reception areas.
- B. Plan submissions shall include a finish schedule for sanitary walls, floors and ceilings, as approved by DEH.
- C. All construction is to be done in accordance with approved plans. Approval by DEH and all applicable permits must be obtained before commencing work.
 - 1) A preliminary inspection will be done during the project if/when plumbing is installed or at 50% completion. The Health Permit for operation may be applied for after this inspection.
 - 2) A final inspection is conducted upon completion of all work and approval from the building official if applicable. It is the responsibility of the owner, operator or contractor to call for an appointment.
- D. If re-opening an existing body art facility that does not have a current health permit, a pre-opening consultative inspection must be applied for in-person at the DEH office. An appointment will be made for an on-site visit by a Plan Check Specialist. The consultation is not a guarantee that plans may not still be required.
 - 1) After the pre-opening inspection, the Health Permit to operate may be applied for.
 - 2) A final inspection is scheduled prior to full operation, only after corrective actions, if required, have been completed.

FACILITY CONSTRUCTION

GENERAL PREMISES:

- A. Floors in the work areas and restroom shall be constructed of materials that are smooth, durable, impervious and easily cleanable. All floor surfaces must be capable of being maintained in a sanitary manner.
- B. The walls in work areas and restrooms shall be smooth, washable and nonabsorbent. Concrete blocks or other masonry used in wall construction shall be made smooth and sealed for a washable surface. Restrooms shall be light colored.

- C. The premises shall be constructed and maintained to be free from vermin or rodent infestation and excessive dust, dirt and debris.
- D. All counter surfaces and service trays shall have a smooth, durable and nonabsorbent finish.
- E. Sinks used for handwashing and where there is a mixing valve or combination faucet shall be equipped with hot water that reaches at least 100°F.
- F. The size of the facility water heater should allow for 5 gallons per hour for every sink compartment in the facility. For example, if there is one hand sink in the service area for practitioner use, one in the restroom and one in the decontamination area, you would need a water heater with a recovery rate of 15 gallons per hour.

NOTE: To figure out the kilowatts or BTU's needed for the water heater you need, please use the charts below. Additionally, you will need to know your average incoming water temperature. The tables below assume you are beginning with water of 60°F.

SIZING TABLE FOR GAS WATER HEATERS

Gallons Per Hour Delivery At Indicated Temperature Rise

BTU (X 1000)	60°F
5	8
10	15
15	23
20	30
25	38
30	45
35	53

SIZING TABLE FOR ELECTRIC WATER HEATERS

Gallons Per Hour Delivery At Indicated Temperature Rise

KW	60°F
1	7
2	13
3	20
4	27
5	33
6	40
7	47
8	54
9	60

SERVICE (PROCEDURE) AREA:

- A. The service area shall contain the body art workstation(s). Each workstation shall have a minimum of eighty (80) square feet of floor space and shall be separated from the reception or the waiting area by means of a panel or other physical barrier at least four feet high. Patrons or customers shall be tattooed or pierced only in the service area. The operating tables or chairs shall be separated from patrons by at least ten (10) feet.
- B. The procedure areas must separate nail and hair activities by walls or partitions, from floor to ceiling. Body art can only be performed in the procedure area of the facility and must be separated from all business not related to body art.
- C. Each workstation shall allow for privacy when performing discretionary tattoos or piercings. This may be accomplished by the provision of a physical barrier, such as walls and doors, or through the use of screens, etc.
- D. Every workstation must have unimpeded accesses to a hand sink without having to open a door.
 - 1) This hand sink is for the exclusive use of the body arts practitioner to wash their hands and prep customers if needed. Each sink shall be equipped with warm (100°F) running water dispensed via a mixing faucet with knee, foot or wrist action controls. Both hand soap and paper towels must be in single service dispensers, away from the immediate work area, but near the sink.
 - 2) All sinks shall be permanently plumbed and meet local building and plumbing codes.
 - 3) A hand sink may be shared between workstations if the hand sink is readily accessible and visible to each workstation. However, if the workstation is more than 25 feet away from the shared hand sink, an additional hand sink shall be provided as needed.
- E. Ensure all surfaces and equipment including counters, cabinets, chairs and dispensers be made from smooth, non-porous material, such as metal, hard plastic, vinyl or laminate, which is durable and able to withstand repeated cleaning and disinfecting. A mayo stand is recommended to store equipment used during the body art procedure.
- F. Provide easily cleanable, covered receptacles at each workstation for non-hazardous waste paper or other refuse.
- G. A sealable, rigid and puncture proof *sharps container* must be provided at each workstation for the disposal of single-use sharp objects that come in contact with blood and/or body fluids. This container must be labeled with the words "Sharp Waste" or the international biohazard symbol and the word "BIOHAZARD". The

licensed waste hauler or other approved disposal system must be identified at the final inspection.

- H. Provide storage cabinetry of a sanitary design at each workstation for storage of instruments, dyes, ointments, bandages, etc.
- I. Provide separate workstations for different body art procedures (i.e., tattooing and piercing).
- J. Where nail, hair and other activities in which irritants (including but not limited to fumes, nail dust and hair spray) are present, there must be a complete separation of space from body art procedures. Complete separation shall be provided through the use of solid barrier, such as walls, ceilings and doors, to avoid potential contamination of body art activities.

DECONTAMINATION AND STERILIZATION AREA (CLEANING AREA):

- A. Unless all equipment and supplies used in the course of a body art procedure are single-use or purchased as pre-packaged and pre-sterilized, the body art facility shall have a cleaning room or area for cleaning instruments and equipment, as well as provide storage of sterilized equipment.
 - 1) This room is to be further subdivided into a “soiled area” and “clean area”.
 - 2) At the cleaning area, a stainless steel biohazard sink(s) with hot and cold running water is to be provided. This sink is to be at least eighteen (18) inches by eighteen (18) inches with a depth of at least ten (10) inches and used for cleaning contaminated instruments. This sink shall not be used as a janitorial sink. All sinks shall be permanently plumbed and meet local building and plumbing codes.
 - 3) Provide a steam autoclave is approved and includes mechanical indicators for time, temperature and pressure. Chemical and dry heat sterilizers are NOT accepted. It is recommended that an ultrasonic cleaning device is provided and that it contain a drain tube for disposing of waste water from the unit.

TOILET FACILITIES:

- A. Each body art facility shall be provided with adequate, conveniently located and properly installed toilet facilities for its employees and patrons during all hours of business. Patrons shall not access toilet facilities through any work area or cleaning room.
- B. Toilet facilities shall be of a sanitary design, easily cleanable and constructed per plumbing codes.
- C. Toilet facilities are to have tight fitting, self-closing doors. Toilet room shall not open directly into a work area.

- D. Adequate ventilation shall be provided in the toilet facility by means of an operable, screened window or by mechanical ventilation duct to the outside.
- E. Soap, paper towels or other approved hand drying device and toilet paper shall be made available in sanitary dispensers.
- F. The hand washing sink shall supply warm water, under pressure through a mixing valve or combination faucet, at 100°F. If the faucet is self-closing, it shall stay on a minimum of fifteen (15) seconds.

LIGHTING/VENTILATION:

- A. The establishment shall be well ventilated.
- B. Workstations must be provided with at least fifty (50) foot-candles of artificial light at the procedure level.

UTILITIES:

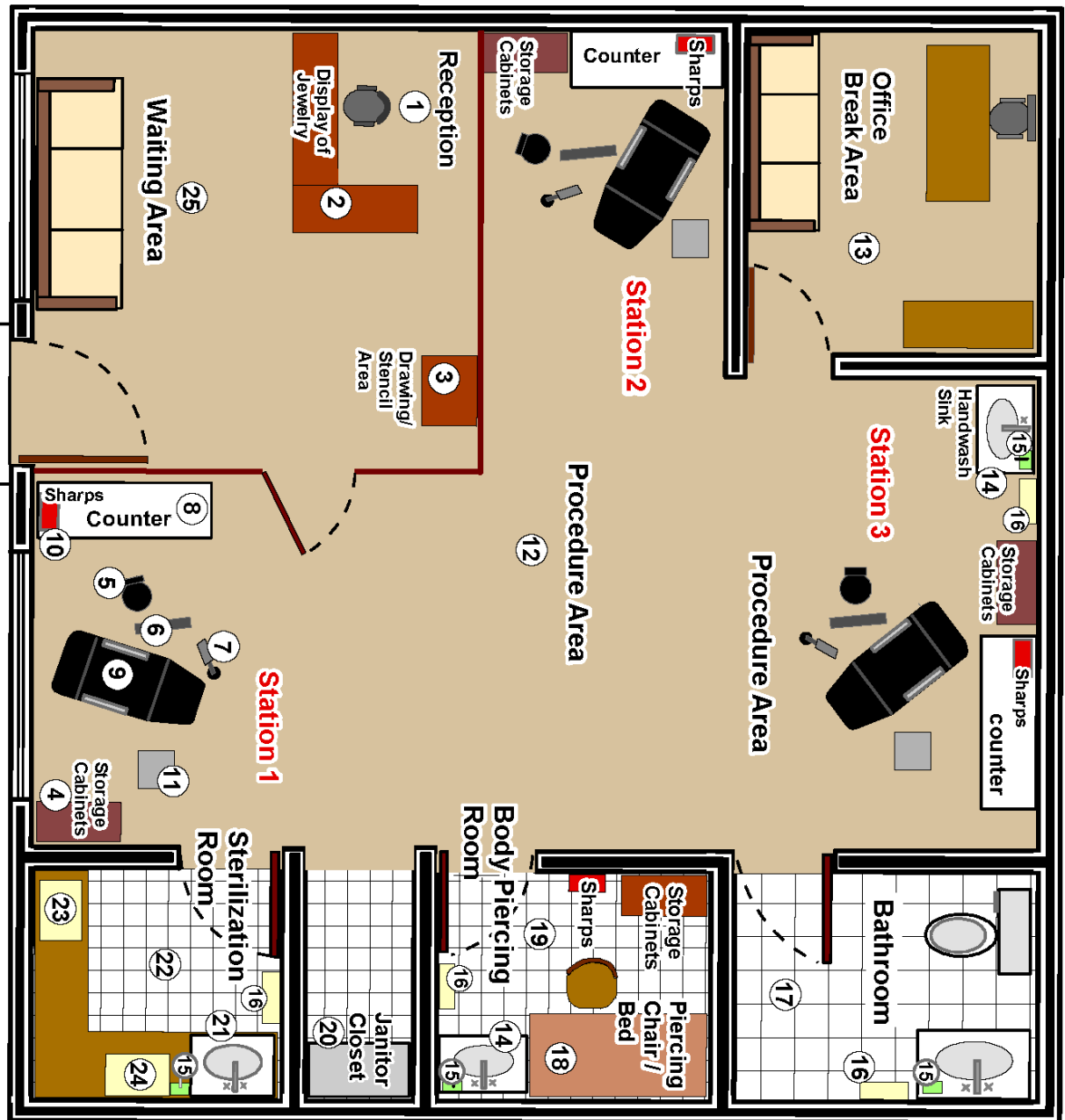
- A. The water supply shall be from an approved potable source.
- B. Sewage, including liquid wastes, shall be disposed of in a public sewer; or, in the absence thereof, in a manner approved by this Department.

OPERATION

- A. Only articles considered necessary to the routine operation and maintenance of the tattoo or body piercing facility shall be permitted in the shop.
- B. A separate room or storage area for chemicals, backup supplies, sterilized instruments and other body art supplies shall be provided.
- C. Documents, including the Infection Prevention and Control Plan (IPCP), or any record, file, paper, process, invoice or receipt, for purpose of determining compliance, shall be secured separately. NOTE: The IPCP shall be reviewed prior to final approval to operate.
- D. Pets or other animals shall not be permitted in the service area of the business, except for trained service dogs for disabled clients or practitioners. NOTE: Fish in an aquarium, in the waiting area, is acceptable.
- E. No smoking, eating or drinking shall be permitted in the service or cleaning area.
- F. A separate janitorial sink is recommended for the cleaning of mops. If a janitorial sink is not provided, written procedures must be submitted describing how you will be cleaning the floor. These procedures must be approved by DEH.

- G. Body art practitioners may not set up temporary facilities at Fairs, Festivals or Expositions unless written approval is obtained from this Department.
- H. Check with the local city zoning authority for other conditions or restrictions that may apply to the operation of a body art facility.

Example Site Plan



1	Reception Desk
2	Display Case
3	Drawing / Stencil Area
4	Storage Cabinets *
5	Chair
6	Armrest
7	Lamp
8	Counter *
9	Procedure Area Bed / Chair
10	Sharps Containers
11	Work Station Tray
12	Procedure Area *
13	Office / Break Room
14	Handwash Sink *
15	Liquid Soap *
16	Single - Use Paper Towel Dispenser *
17	Bathroom *
18	Piercing Chair / Bed
19	Body Piercing Room *
20	Janitor Closet
21	Bio Sink *
22	Sterilization Room *
23	Autoclave *
24	Ultrasonic Machine
25	Waiting Room *

* Items containing this asterik are required to be shown on the scaled plans.

Room/Area Materials and Finishes

ROOM OR AREA	FLOOR	WALLS
<i>Example: Restroom</i>	<i>Smooth quarry tile</i>	<i>Gypsum board; smooth; semi-gloss paint in "swiss coffee"</i>
Restroom		
Procedure Areas		
Decontamination and Sterilization Room		
Body Piercing Room		
Drawing/Stencil Area		
Reception and Waiting Area		

Equipment Information – Part One

EQUIPMENT	LOCATION	MANUFACTURER	MODEL NUMBER
<i>Example: Autoclave</i>	<i>Decontamination/Sterilization Room</i>	<i>Ritter</i>	<i>M7 SpeedClave</i>
Autoclave			
Ultrasonic Machine			
Permanent Cosmetic Machine			
Water Heater Capacity: gal.			

Note: Please provide specification sheets for all equipment.

Equipment Information – Part Two

EQUIPMENT	DESCRIPTION OF MATERIAL
<i>Example: Mayo Stand</i>	<i>Stainless Steel</i>
Practitioner Chair	
Client Chair	
Piercing Table	
Stool	
Arm Rest	
Mayo Stand	
Counters	
Storage Cabinets	
Disposable Instruments	