



*“Environmental and public health through leadership, partnership and science”*

DEH:FH-615 (Rev. 01/14)

# Starting a Body Art Business In the County of San Diego



# County of San Diego

Department of Environmental Health  
Food and Housing Division



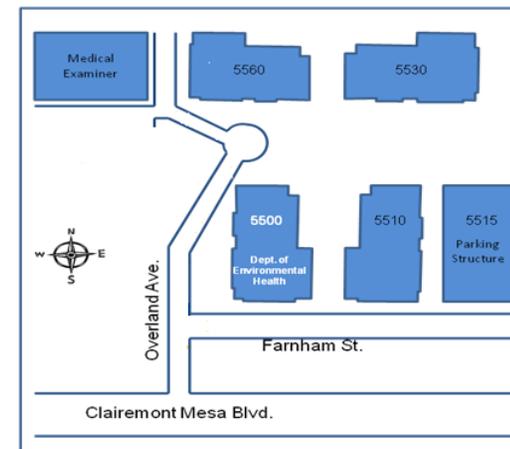
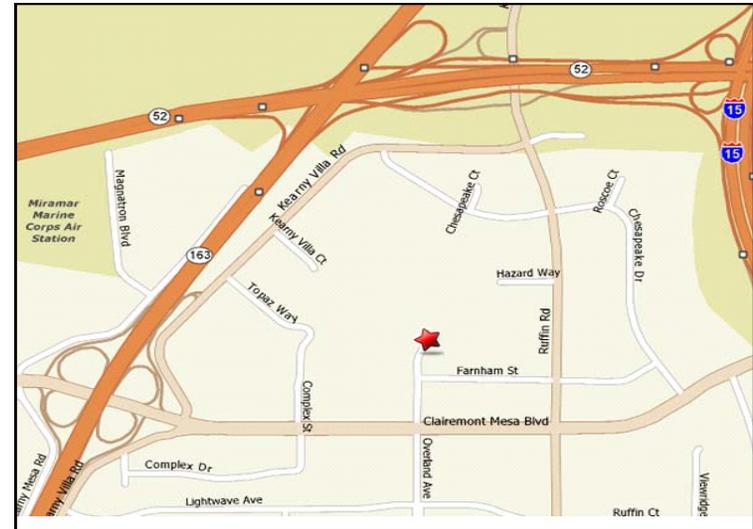
Assembly Bill 300, the Safe Body Art Act, was signed into law by Governor Brown on October 9, 2011 with an effective date of July 1, 2012. Since that time the law has been amended once with the changes going into effect January 1, 2014. This law provides a uniform set of standards for the Body Art industry to protect the health and safety of body art practitioners, their customers and the public. Body Art is an invasive process that includes piercing, tattooing, application of permanent cosmetics, and branding. These practices present the potential for spreading blood-borne diseases, such as Hepatitis B.

The Food and Housing Division (FHD) of the Department of Environmental Health is the local agency charged with implementing the Safe Body Art Act in the County of San Diego. The law requires that Body Art be performed in a safe and sanitary manner to prevent the potential for spreading blood-borne diseases; it establishes specific requirements for body art facilities and practitioners, as well as limited requirements for mechanical ear piercing.

This booklet intends to provide you with information you need to be in compliance with the Safe Body Art Act and

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**(858) 505-6900**

Open Monday- Friday, 8:00 AM-4:30 PM



Free Parking is available in the Parking Structure ← indicated here

**BLOODBORNE PATHOGENS  
INFECTION CONTROL TRAINING**

Tattooing, body piercing and the application of permanent cosmetics can potentially transmit bloodborne pathogens from one person to another. Bloodborne pathogen transmission can be prevented; it is the responsibility of every person involved in Body Art to follow safe procedures at all times to ensure the safety of those that could be potentially exposed to these pathogens.

To protect the health of BOTH the public and the body art practitioner, all who plan to engage in Body Art procedures are required to complete an annual bloodborne pathogen/ infection control class with a trainer **approved** by the local enforcement agency (DEH). This class must meet CalOSHA requirements and cover techniques for preventing cross contamination and disease transmission in the Body Art environment.

To obtain a list of approved Bloodborne Pathogen Exposure Control training schools designed especially for Body Art professionals please see our website at: **[www.sdcountybodyart.org](http://www.sdcountybodyart.org)** or contact the Food and Housing Division Duty Specialist at 858-505-6900 or by email at: **[DEH.FHDUTYEH@sdcounty.ca.gov](mailto:DEH.FHDUTYEH@sdcounty.ca.gov)**

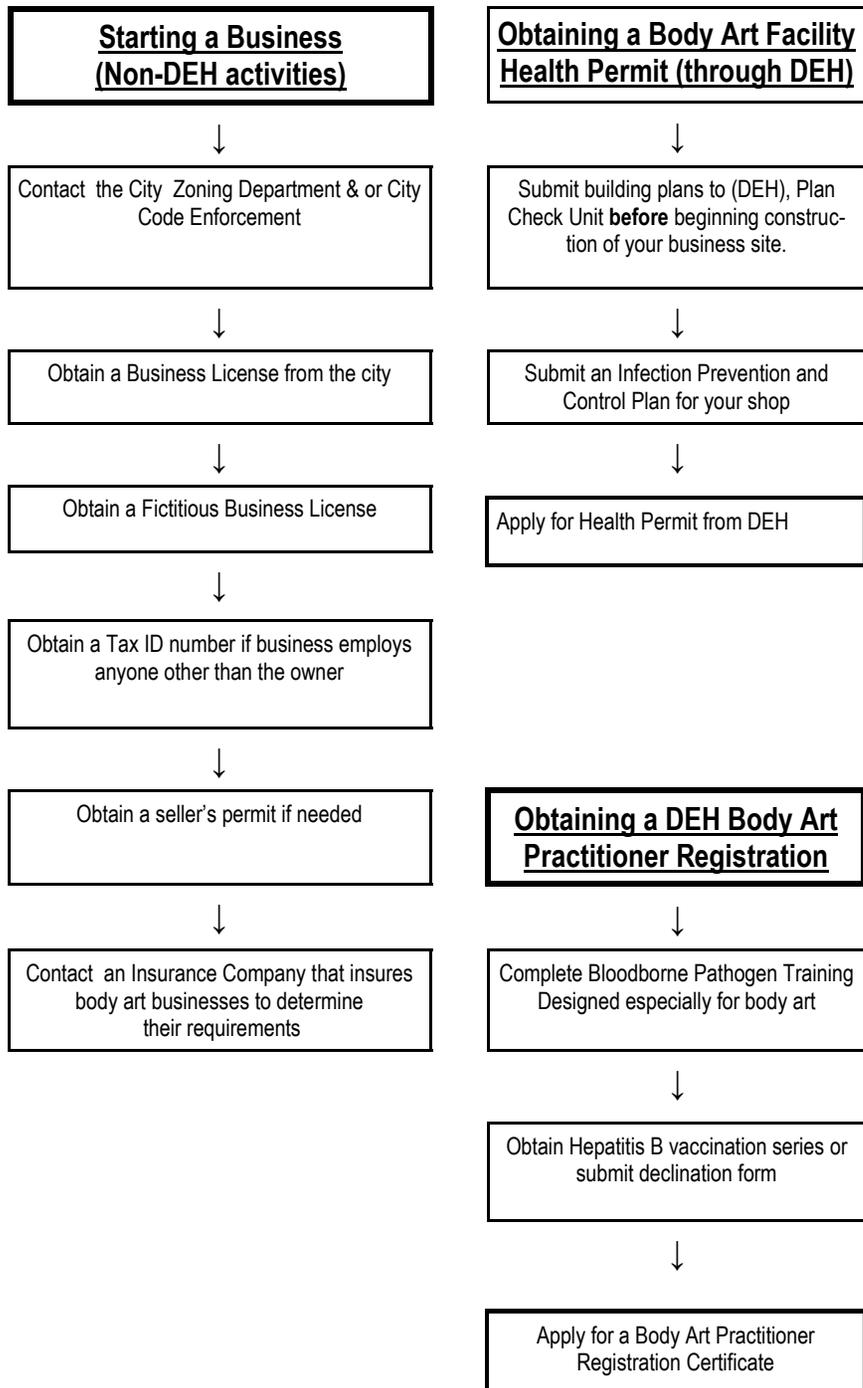
**Before Selecting a Site and Starting to Build or Upgrade an Existing Building:**

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## Steps to Success for a new Body Art Business



## BEFORE PERFORMING ANY BODY ART

### BODY ARTIST (PRACTITIONER) REGISTRATION

Assembly Bill 300 was signed into law on October 9, 2011, becoming the Body Art Safety Act. This state law provides a uniform set of standards and requires that all persons performing body art (tattoo, permanent cosmetics, piercing & branding) obtain an annual Practitioner Registration from the jurisdiction in which they practice. In San Diego County the jurisdiction is the San Diego County Department of Environmental Health (DEH), Food and Housing Division.

#### How to obtain a Practitioner Registration:

Submit a completed application and payment along with:

- First time Registrants: Practitioners applying for registration for the first time must be able to show that they will be working from a shop that is currently permitted with DEH.
- Evidence of your current Hepatitis B vaccination, demonstration of immunity or a OSHA Hepatitis B vaccination declination.
- Evidence (certificate) of annual completion of OSHA Bloodborne Pathogen Prevention training from an approved trainer (see page 10 of this brochure for more information).
- Photo ID showing they are at least 18 years of age.

Upon registration, the practitioner will be issued a Certificate of Registration with their registration number. This number will be valid until cancelled by either DEH or by the practitioner.

## BEFORE PERFORMING ANY BODY ART

### **BODY ART FACILITY HEALTH PERMITS**

All Body Art facilities engaging in the practice of tattooing, body piercing, branding or the application of permanent cosmetics (Body Art) are required to obtain an annual Health Permit from the Department of Environmental Health (DEH). Additionally, all Body Art practitioners must obtain an annual Practitioner Registration (see next page for more information).

The owner of the facility may employ Body Art practitioners to work in their business, and/or may rent out workstations to practitioners. The facility owner is responsible for such functions as ensuring that only registered practitioners are working in the business, keeping all cleaning and sterilization equipment shared by the practitioners in good operating condition, maintaining a sterilization log sheet and maintaining a master Infection Prevention and Control Plan (IPCP) that covers all operation for all people working in the business.

The facility health permit can only be issued after DEH has determined that the facility (see page 6 on Shop Plans) and its methods of operation (Infection Prevention & Control Plan) meets the requirements of the Safe Body Act as described in sections 119300 through 119324.5. The health permit shall be posted in a conspicuous place at the Body Art facility. Permits are site and owner specific; they are only valid for the location on the permit application and for the original applicant. Changes of owner or address require a new health permit.

Each Body Art facility must create and follow a written Infection Prevention and Control Plan (IPCP) which specifies the procedures to achieve compliance with each applicable requirement of the Safe Body Art Act. See DEH's website for help with creating this document.

## BEFORE YOU BUILD (Non-DEH activities)

Opening a new business takes time and planning. This guide provides you with information on the various offices and their role in helping to ensure that your new Body Art business is successful. Contacting them can save you time and money.

### **CITY ZONING**

Some cities do not allow body art businesses in some areas, or may not allow a body art business at all. Check with the Zoning Department of the city you are interested in starting your business before spending time looking at suitable spaces.

### **BUILDING PERMITS**

Any projects involving new construction or tenant improvements involving electricity, plumbing, or construction of additional rooms require a building permit.

### **SIGN RESTRICTIONS**

Contact Code Enforcement for the city in which you are planning to start your business and find out if the city requires sign permits, signage specifications or any other sign related requirements.

### **BUSINESS LICENSE**

Cities require business licenses. Contact the City where you will be doing business and ask about how to obtain a business license.

### **LIABILITY INSURANCE**

This insurance is required by most landlords and some cities require it to issue a business license. Acquiring liability insurance can help you protect your business assets.

The contact numbers on the following page will assist you in determining the requirements for the location of

## CONTACT INFORMATION

### CARLSBAD

1635 Faraday Ave (760) 434-2820  
 Building Permit (760) 602-2700  
 Business License (760) 602-2495  
 Chamber of Commerce (760) 931-8400  
 Codes Enforcement (760) 602-2703  
 Zoning (760) 602-4610

### CHULA VISTA

276 4<sup>th</sup> Ave (619) 691-5041  
 Building Permits (619) 691-5272  
 Business License (619) 585-5624  
 Chamber of Commerce (619) 420-6603  
 Code Enforcement (619) 691-5280  
 Zoning (619) 585-5621

### CORONADO

1825 Strand Way (619) 522-7300  
 Building Permit (619) 522-7331  
 Business License (619) 522-7320  
 Chamber of Commerce (619) 435-9260  
 Code Enforcement (619) 522-7326  
 Zoning (619) 522-7326

### DEL MAR

1050 Camino Del Mar (858) 755-9313  
 Business Permits (858) 755-9354  
 Business License (858) 755-9354  
 Chamber of Commerce (858) 755-4844  
 Code Enforcement (858) 755-9313  
 Zoning (858) 755-9313

### EL CAJON

200 Civic Center Way (619) 441-1764  
 Building Permits (619) 441-1726  
 Business License (619) 441-1668  
 Chamber of Commerce (619) 440-6161  
 Code Enforcement (619) 441-1742  
 Zoning (619) 441-1742

### ENCINITAS

505 S. Vulcan Ave. (760) 633-2600  
 Building Permit (760) 633-2730  
 Business License (760) 633-2606  
 Chamber of Commerce (760) 753-6041  
 Code Enforcement (760) 633-2685  
 Zoning (760) 633-2710

### ESCONDIDO

201 N Broadway (760) 839-4617  
 Building Permit (760) 839-4647  
 Business License (760) 839-4659  
 Chamber of Commerce (760) 745-2125  
 Code Enforcement (760) 839-4650  
 Zoning (760) 839-4671

### IMPERIAL BEACH

825 Imperial Beach Blvd. (619) 423-8301  
 Building Permit (619) 628-1360  
 Business License (619) 628-1423  
 Chamber of Commerce (619) 424-3151  
 Code Enforcement (619) 628-1359  
 Zoning (619) 628-1356

### LA MESA

8130 Allison Ave (619) 463-6611  
 Building Permit (619) 667-1176  
 Business License (619) 667-1118  
 Chamber of Commerce (619) 465-7700  
 Code Enforcement (619) 667-1189  
 Zoning (619) 667-1177

### LEMON GROVE

3232 Main St (619) 825-3800  
 Building Permit (619) 825-3805  
 Business License (619) 825-3800  
 Chamber of Commerce (619) 440-6161  
 Code Enforcement (619) 825-3805  
 Zoning (619) 825-3805

### NATIONAL CITY

1243 National City Blvd (619) 336-4228  
 Building Permit (619) 336-4210  
 Business License (619) 336-4330  
 Chamber of Commerce (619) 477-9339  
 Code Enforcement/ Bldg (619) 336-4267  
 Zoning (619) 336-4310

### OCEANSIDE

300 N. Coast Hwy. (760) 435-3000  
 Building Permit (760) 435-3950  
 Business License (760) 435-3878  
 Chamber of Commerce (760) 722-1534  
 Code Enforcement (760) 435-3945  
 Zoning (760) 435-3520

- 4) **Cleaning Room.** It must be large enough to allow the room to be divided into a “dirty” area for the biohazard sink, the ultrasonic cleaner, an area to package cleaned equipment, and a “clean” area for a steam autoclave. The biohazard sink should be a stainless steel sink about ten inches deep so tubes and other contaminated equipment can be scrubbed under water to prevent contamination from splattering. There should also be room for a mop sink, and mop bucket storage.
- 5) **Restroom.** Access to the restroom must not require traveling through the procedure area or the cleaning room. Clients must not be exposed to the biohazardous conditions that exist in the area where equipment is cleaned and processed for sterilization.
- 6) **Storage.** A separate room or storage area for records, chemicals, and other supplies should be included in the design of the business.

To avoid costly mistakes, contact the DEH Plan Check Unit for a plan review before you begin building out your new body art facility. You will be asked to bring a to-scale drawing or plans of your proposed business for review.

For more detailed information see the San Diego County publication entitled “Plan Check Guidelines for Body Art Facilities.”

## SHOP PLANS

Shop plans are an essential ingredient for a well thought out and workable Body Art business. When choosing a site for a business, consideration must be given to the amount of space that will be needed. In general, a Body Art business will need space for at least five areas.

At businesses where only purchased, pre-sterilized and disposable equipment are used, the cleaning room can be reduced to a mop closet.

- 1) **Waiting area.** Should provide cleanable seating away from the procedure area. It may have an area to consult with clients about a procedure or tattoo designs. This is a good place to display your practitioner's certificates for classes such as Bloodborne Pathogen Training, Infection Control, Disinfection and Sterilization, Wound Care, CPR, or Relevant Anatomy.
- 2) **Front Counter Area.** The front counter reflects the level of professionalism of your business. It should have signage that includes age requirements and any other policy statement your business has. It should be an area large enough to display jewelry if your business includes piercing, and any after care products you are recommending for use by your clients.
- 3) **Procedure Room.** The service or procedure room should be separated from the waiting area and the cleaning room. Ultrasonic cleaners must not be used at the workstations. It must have at least one sink with unimpeded access that is reserved for the practitioner hand washing only. The hand washing sink must be equipped with hot and cold running water, containerized liquid soap, and single-use paper towels that are dispensed from a wall-mounted, touchless dispenser.

## CONTACT INFORMATION

### POWAY

13325 Civic Center Dr	(858) 668-4400
Building Permits	(858) 668-4645
Business License	(858) 668-4406
Chamber of Com.	(858) 748-0016
Code Enforcement	(858) 668-4663
Zoning	(858) 668-4600

### SAN DIEGO (CITY)

200 W C St	(619) 236-5555
Building Permits	(619) 446-5000
Business License	(619) 615-1500
Chamber of Commerce	(619) 544-1300
Code Enforcement	(619) 236-5500
Code Compliance	(619) 236-5500
Development Service	(619) 446-5000
Economic Development	(619) 236-6700
Planning Department	(619) 235-5200
Sign Permits	(619) 446-5000
Zoning	(619) 446-5000

### SAN DIEGO COUNTY (Unincorporated Areas)

General Information	(858) 694-3900
Building Permits	(858) 565-5920
Code Enforcement	(858) 694-3741
North Co	(760) 940-2893
Planning/Land Use	(858) 694-2960
Sewer	(858) 495-5717
Zoning	(858) 565-5981

### SAN MARCOS

1 Civic Center Dr.	(760) 744-4020
Building Permit	(760) 744-1050 Ext. 3203
Business License	(760) 744-1050 Ext. 3102
Chamber of Commerce	(760) 744-1270
Code Enforcement	(760) 744-1050 Ext. 3203
Zoning	(760) 744-1050 Ext. 3204

### SANTEE

10601 Magnolia Ave	(619) 258-4100
Building Permit	(619) 258-4100
Business License	(619) 258-4100
Chamber of Commerce	(619) 449-6572
Code Enforcement	(619) 258-4100
Community Dev	(619) 258-4100
Zoning	(619) 258-4100

### SOLANA BEACH

635 S. Hwy 101	(858) 720-2400
Business License	(858) 720-2400
Chamber of Commerce	(858) 755-4775
Code Enforcement	(858) 720-2413
Zoning	(760) 633-2710
Building Permit	(760) 633-2730

### VISTA

600 Eucalyptus Av	(760) 726-1340
Building Permits	(760) 726-1340
Business License	(760) 726-1340
Chamber of Commerce	(760) 726-1122
Code Enforcement	(760) 726-1340
Zoning	(760) 726-1340

**Please note:**

**Phone numbers listed may not reflect recent changes**

**FICTITIOUS BUSINESS NAME  
(DBA)**

If your business name is anything other than your legal name, a fictitious business license is required. You will need a fictitious business name to open a business bank account, and to establish any merchant accounts. A fictitious business name statement must be filed with the **County Assessor/Recorder Clerk**.

Offices are open Monday-Friday, 8:00 AM-5:00 PM, at the following locations.

**SAN DIEGO OFFICE**

County Administration Building  
1600 Pacific Highway, Rm. 260  
San Diego, CA 92101  
(619) 237-0502

**CHULA VISTA OFFICE**

590 Third Ave.  
Chula Vista, CA 91910  
(619) 498-2200 or (619) 498-2277

**EL CAJON OFFICE**

200 So. Magnolia  
El Cajon, CA 92020  
(619) 401-5700

**KEARNY MESA OFFICE**

9225 Clairemont Mesa Blvd.  
San Diego, CA 92123  
(858) 505-6226 or (858) 505-6262

**SAN MARCOS OFFICE**

334 Via Vera Cruz, Ste. 150  
San Marcos, CA 92069  
(760) 940-6858 or (760) 940-6868

**TAX ID NUMBER**

If your business will have any employee other than yourself, you are required to have federal and state Employer Tax ID numbers. Your tax ID number can be obtained via the Internet by searching for federal and state tax ID numbers or you can call the Employment Development Department for help, Monday-Friday, 8:00 AM- 5:00 PM at the following locations:

**SAN DIEGO OFFICE**

4389 Imperial Ave.  
San Diego, CA 92112  
(619) 266-4290  
<http://www.metrocareercenters.org>

**NORTH COUNTY OFFICE**

1949 Avenida del Oro, Ste. 106  
Oceanside, CA 92025  
(760) 631-6150  
<http://www.rescare.com/nccc/index.php>

**SELLER'S PERMIT**

You must have a seller's permit or resale permit if your business purchases wholesale items for later resale in your body art business. You can obtain a seller's permit from the **California State Board of Equalization**. The offices are open Monday-Friday 8:00 AM-5:00 PM at the following locations.

**SAN DIEGO OFFICE**

15015 Avenue of Science, Suite 200  
San Diego, CA 92128  
(858) 385-4700  
<http://www.boe.ca.gov/index.htm>