



Time-Limited Tattooing & Body Piercing Establishments Approval Procedure

Time-limited tattooing or body piercing establishments may be permitted at such events as fairs and festivals, provided that the local health department determines that the operator can substantially meet all requirements of the Ohio Tattoo and Body Piercing Rules. Ohio Law also requires as part of the approval process that plans and specifications for the operation be submitted to and approved by the Van Wert County Health Department. These plans and specifications must clearly show that applicable provisions of the Ohio Tattoo and Body Piercing Law and Rules can be met and shall include the following:

- 1. A completed application and \$120.00 fee for time-limited approval.**
- 2. A completed compliance questionnaire**
- 3. A scale drawing showing the general layout of fixtures and equipment, entrances and exits, number, location and types of plumbing fixtures and all water supply facilities.**
- 4. A numbered equipment list (corresponding to the scale drawing) indicating manufacturer's name and model number for all equipment to be used.**
- 5. A lighting plan indicating foot-candle levels for critical surfaces.**
- 6. A copy of the written after-care instructions which you will provide to patrons following a tattooing or body piercing procedure.**
- 7. Evidence of completion of any required educational courses such as bloodborne pathogens and/or first aid, and/or apprenticeship certificates. Copies are acceptable.**
- 8. A copy of the last spore test completed on the autoclave(s) used for sterilizing equipment in the business.**

Time-limited approval will not be issued until all approval requirements are completed and an inspection shows that you are in compliance with applicable rules. **Please submit the above information at least 10 days prior to the event.**

For questions about the approval process, or to schedule an inspection, contact the Van Wert County Health Department at 419-238-0808, extension 105.

Requirements for all Time-Limited Operations

Structure

- The floors, walls, and ceiling must be constructed of smooth, easily cleanable, and non-absorbent materials. No bare wood or carpeting is permitted. A tent is not acceptable and **no tattooing or body piercing is permitted outside of a permitted structure.**

Water

- The facility must have an approved water source. If a connection to water will be made on-site, a potable water hose is required for hook-up.

Lighting

- There must be at least 40-foot candles of light on tattoo and body piercing areas.

Restroom facilities

- If a restroom is available for patrons or employees of the operation, it must be equipped with hot and cold running water, soap, and paper towels. No supplies for tattooing or body piercing can be stored in the restroom.

Handwashing

- The tattoo and body piercing facility **must have** a sink for handwashing equipped with hot and cold running water, soap, and paper towels. The restroom sink is not acceptable; it must be a separate sink. It must be easily accessible for all individuals conducting tattooing or body piercing.

Waste Receptacles

- Disposal of used gloves and dressings must be done so properly in a closed waste receptacle. All needles and other “sharps” must be disposed of in a proper “sharps” container.

Waste

- Wastewater, solid, and infectious waste must all be disposed of properly.

Recordkeeping

- Records of training and educational courses taken by individuals working must be available. These records are required to be copied and turned in with the plans.
- A copy of all aftercare instructions is also required.
- The operator must maintain copies of records for each patron obtaining a tattoo or body piercing. These records must include written consent with the patron’s information, type of piercing or tattoo, jewelry used for body piercings or dye colors and lot numbers for ink used on tattoos. After the event these records must be maintained for at least two years.
- Any underage patrons must have proper consent forms from a parent or guardian.

Sterilization and Disinfection

- Records of testing and logs on sterilizers must be available. An indicator must be run with each sterilizer load to ensure proper sterilization. If no on-site sterilization is to occur, at least a copy of the latest spore-test on the sterilizer(s) used at the base location must be available.
- All sterilized needles and equipment must be stored in the sterilized pouch and stored in clean, closed drawers, cases, or cabinets.
- All non-disposable instruments and equipment must be placed in an ultrasonic-type machine to remove dye and other matter or be immersed in a hospital disinfectant approved by the U.S. EPA for at least twenty minutes prior to cleaning.

Additional requirements

- Gloves must be worn when tattooing and body piercing and a new pair must be used for each new patron.
- All items such as lap cloths and razors must be disposed of after use for each individual.
- Proper care before and after tattooing and body piercing is required.
- No food or drinks are permitted to be consumed in tattooing and body piercing areas.
- Smoking or other tobacco use is not permitted in the establishment.

General

- No live animals are permitted in the tattoo and body piercing establishments.

**Van Wert County Health Department
Tattoo and Body Piercing Establishments
Application for Time-Limited Approval
Fee \$120.00**

Operation Name: _____

Event Location/Address: _____

City: _____ State: _____ Zip: _____

Operator Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Total Size of Operation: _____ Sq. Ft.

Dates of Operation: _____ to _____

Operation Times: _____ to _____

Please Check Type of Approval Requested:

_____ Tattooing Services _____ Body Piercing Services

As the owner/operator of the above named operation I agree to operate in a manner that meets the safety and sanitation standards established by Chapter 3701-9 of the Ohio Administrative Code and the rules adopted under section 3730 of the Ohio Revised Code.

I acknowledge that the approval by the Board of Health may be revoked or suspended at any time if the Board determines that the business is being operated in violation of these rules.

Owner/Operator

Date

Health Department use only

Date received: _____

Receipt number: _____

Approved by: _____

License #: _____

**Tattoo and Body Piercing Establishments
Time-Limited Event
Compliance Questionnaire**

1. Will you be doing on-site sterilization? Yes No

2. Describe the surface finishes in the tattoo or body piercing areas:
Walls _____

Floors _____

Ceiling _____

3. Will restroom facilities be available to the employees and customers of the operation?
 Yes No

4. Will your water be provided by: Municipal water supply Private well

5. Will wastewater be disposed of at a:
 Municipal Sewer Private Septic System

6. Will tattooing and body piercing be conducted on patrons under 18: Yes No

7. Briefly describe how skin is cleaned/ prepared prior to tattooing and what is done after tattooing. Example: Skin is shaved, cleaned with green soap, and petroleum jelly is applied with a cotton ball.

8. What will be used to clean/sterilize non-disposable equipment?
