

BODY ART SELF-INSPECTION CHECK LIST

The items shown on this checklist represent the major areas evaluated during a body art safety inspection. This check list is designed to assist you in evaluating the condition of your facility between inspections by this Department. We suggest that you go through the list and check off those items you believe are in compliance. Any item not checked could be considered a violation and should be corrected. We hope this check list will help you maintain a safe and compliant body art facility.

Date: _____ Business Name: _____

CLEANING AND STERILIZATION	
1	Ultrasonic cleaner – manufacturer’s instructions followed and an appropriate cleaning agent used
2	Autoclave is approved, clean and properly maintained
3	Autoclave passes Integrator test and monthly spore test
4	Sterilization log is kept (with Integrator attached)
5	Autoclave is loaded correctly
6	Sterilized packages are left in autoclave until dry
PRACTITIONER HEALTH AND HYGIENE	
7	All practitioners are currently registered with Placer County Environmental Health. Permits are displayed
8	Practitioner is free from rashes, infections or open wounds
9	Personal protective equipment is available and used appropriately
10	Practitioner has completed annual bloodborne pathogens training
11	Hands are washed effectively and in a timely manner
12	Hand sink is accessible, has hot and cold running water and soap and paper towels dispensed from a wall-mounted, touchless dispenser.
13	Practitioner does not eat, drink or smoke at workstation, no animals allowed in procedure area
CLIENT AND CLIENT RECORDS	
14	Informed consent forms are on file for each client; any questions are answered
15	Medical questionnaire is on file for each client
16	Appropriate written aftercare instructions are available and given to each client, and any questions answered
17	Skin adequately prepared before procedure
18	Tattooed skin appropriately protected before client leaves facility

WRITTEN INFECTION PREVENTION and CONTROL PLAN	
19	Written Infection Prevention and Control Plan (IPCP) is available and annual staff training documented
20	Written aftercare instructions
21	Procedures for cleaning and decontaminating environmental surfaces/proper setup and teardown procedures.
22	Procedures for cleaning, packaging, sterilizing, and storing reusable instruments
23	Procedures for safe handling and disposal of sharps waste
24	Procedural requirements to prevent the contamination of instruments and procedure site
25	Inventory of and MSDS sheets for all chemicals and disinfectants used
MACHINES	
26	All machines are of safe design
27	Machines broken down and disinfected between clients
28	Parts replaced between clients
INFECTION PREVENTION AND CONTROL	
29	Workstation and procedure area are cleaned and decontaminated between clients
30	Protected storage of machines, ink, and supplies
31	Appropriate barriers are used for machine, clip cord, bottles, set up tray, power supply, etc.
32	Sharps are placed into sharps container at workstation immediately after use
33	Cross-contamination avoided during procedures
34	All chemicals labeled and stored properly
35	Facility maintained free of vermin and maintained in a clean and sanitary manner

The following steps will be taken to correct items that are not checked and are considered to be a violation:

Practitioner Name Printed: _____

Practitioner Signature: _____ Date: _____

Owner Name Printed: _____

Owner Signature: _____ Date: _____