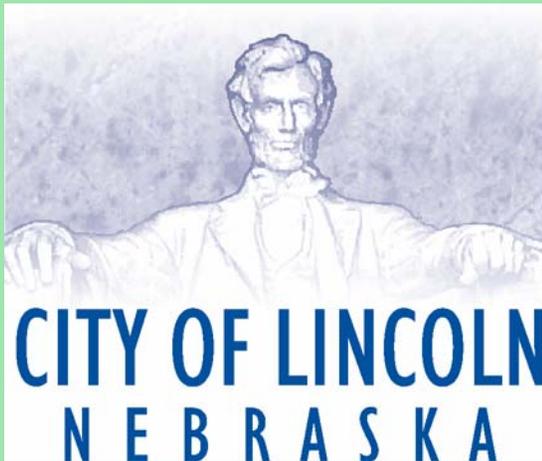


# LLCHD Body Art Practitioner Seminar



## Permits and Record Keeping



# Today's Topics

- Permits
- Customer Records Keeping
- Customer Records Keeping for Minors
- Disease Reporting
- Autoclave Records

# Permits

- Practitioner
- Establishment



# Permits - Practitioner Permits

## Body Art Practitioner

- shall mean any person who has received a permit from the Health Director to perform body art on another person.

# Permits - Practitioner Permits

## Body Art

- shall mean the practice of physical body adornment by practitioners using, but not limited to, the following techniques: body piercing, tattooing, cosmetic tattooing, branding, and scarification.

# Permits - Practitioner Permits

## Exemptions-

- The puncturing of the outer perimeter or lobe of the ear with a pre-sterilized single-use post and clasp ear-piercing system shall not be regulated under this chapter



## Permits - Practitioner Permits

- Required for all practitioners in Lincoln and Lancaster County
- Body Art procedures must be done in a body art establishment holding a current permit.
- Practitioner Permit and Facility Permit must be readily viewable by customers.

# Practitioner Permit – Training

Code requires satisfactory completion of training and testing in:

Aseptic technique; cleaning, sanitization, and disinfection; personal hygiene; universal precautions; disease prevention; injury prevention; disease reporting; and requirements of this chapter.

# Permit – Practitioner Permit

- The fee for a body art practitioner permit:

Initial Fee \$65.00

Renewal Fee \$35.00 (3 years)

- Fees are payable to LLCHD. Fees are used to fund Body Art ordinance administration.

# Record Keeping

- Proof of Training
- Customer Records – Adult
- Additional Customer Records – Minor
- Autoclave Records
- Disease & Injury Reporting
- Other Records



# Customer Records – Adult

- Full name, address and telephone number
- date of birth, race and sex
- list of medical conditions
- list of allergies to medicines or topical solutions
- History of bleeding disorders, or diseases
- Visit history

# Customer Records – Adult

- body part or location the body art was applied
- description of the jewelry used in each piercing; or a description of design of each tattoo, brand, or other body art applied
- If an existing tattoo, brand, or other body art was altered, a description of the original and its alteration must be recorded

# Customer Records – Adult

- A description of any complications that occurred at the time of the body art procedure
- Copies of the signed statement for receipt of educational information required by this chapter
- The signature and printed name of the practitioner that performed the procedure at each visit

## Additional Customer Records – Procedures on Minors

- A copy of a state issued driver's license or identification card of the parent.
- A copy of a school issued identification card or state issued driver's license or identification card of the minor.

## Additional Customer Records – Procedures on Minors

- Copies of any legal documents required to establish parent's legal relationship with minor.
- A copy of the signed consent by minor and parent.



## Additional Customer Records – Minor

- Fingerprint of the parent's right index finger on consent form



# Infection & Injury Reporting

- Any injury or complaint of injury
- Suspected infections that required treatment by a health care professional
- Notifiable diseases resulting from the body art procedure that become known to the operator or practitioner shall be reported to the LLCHD by the operator or practitioner within 24 hours.

# Autoclave Records

- Use log
- Cleaning and maintenance records
- Copy of manual
- Spore test log & results
- Expiration dates



# Other Records

- A copy of the Body Art Establishment Code
- Employee records – work history, duties
- Practitioners permits
- Training
- Procedure descriptions
- Approved consent forms and written educational materials



# How Long to Keep Records?

- Keep at least

**5** YEARS

- Keep onsite for current year.
  - May be stored elsewhere after 1 year
- Available for review by LLCHD upon request