SAN BERNARDINO COUNTY
Public Health
Environmental Health Services

385 N. Arrowhead Ave., 2nd floor, San Bernardino, CA 92415 Email: EHS.CustomerService@dph.sbcounty.gov
Website: ehs.sbcounty.gov Text/Call: 800.442.2283
Fax: 909.387.4323

BODY ART FACILITY INFECTION PREVENTION AND CONTROL PLAN

In accordance with the California Health and Safety Code, Section 119313, a body art facility must maintain and follow a written Infection Prevention and Control Plan (ICPC), provided by the owner or established by the practitioners, specifying procedures to achieve compliance with the Safe Body Art Act. A copy of the ICPC must be submitted to the Environmental Health Services (EHS) and a copy must be available on site at in the body art facility during inspection.

The body art facility owner will provide onsite training on the facility's IPCP for all body art practitioners and employees or individuals involved with decontamination and sterilization procedures.

Onsite training on the facility's IPCP must be provided when tasks where occupational exposures may occur are initially assigned, anytime there are changes in the procedures or tasks and when new technology is adopted for use in the body art facility, but not less than once each year. Records of training must be maintained onsite for three years.

BODY ART FACILITY INFORMATION				
Name of Body Art Facility:				
Site Address:				
City:	State:	Zip Code:	Website Address:	
Contact Person:	Phone Number:		Email Address:	
Type of Facility:	☐ Permanent	☐ Mobile		
Type of Activities:	☐ Tattoo	☐ Body Piercing	☐ Permanent Cosmetics	☐ Branding

A. Decontamination and Disinfection: Describe the procedures for decontaminating and disinfecting of workstation and surfaces, include disinfectant and its contact time.

1. Workstation surfaces/counter tops:

2. Workstation chairs/stools:

3. Trays:

4. Armrests:

5. Headrests:

6. Procedure area:

7. Tables:

8. Tattoo machine:

9. Reusable instruments, calipers, needle tubes, etc., or other:

B. Reusable Instruments: Describe the procedures used for decontaminating, sterilizing, packaging and storing reusable instruments. Include the procedures for labeling sterilized peel-packs.

1. Needle tubes:

2. Calipers:

3. Other instruments:

C. Pre-sterilized Equipment: Describe any pre-sterilized, single-use equipment that is used for the body art procedure (needles, grips, etc.). Include how the pre-sterilized single-use equipment is stored and maintained sterile and sanitary.

D. Storage: Describe the storage location and any equipment used to properly store clean and sterilized instrument peel-packs. Include how peel-packs are protected from exposure to dust and moisture.

E. Set Up and Tear Down of Workstation: Describe the procedure for setting up and tearing down the workstation for the following procedures. If the listed body art procedure is not available at the facility, please indicate not applicable (N/A) in each section.

1. Tattoo:

2. Piercing:

3. Permanent Cosmetics:

4. Branding:

F. Prevention of Cross Contamination: Describe the techniques used to prevent the contamination of instruments, tattoo machine, trays, tables, chairs, clip cords, power supplies, squeeze bottles, inks, pigments, lamps, stools, soaps and the procedure site or other items during a body art procedure. Include barriers used to prevent cross contamination. Describe how the procedure site is prepared prior to a body art procedure.

G. Sharps containers: Describe the procedures for the safe handling of sharps and indicate the location of the sharps containers.

H. Sharps Disposal: Describe the disposal of sharps used during a body art procedure.

1. Needles and needle bars:

2. Razors:

3. Other sharps or single-use marking pens:

I. List the California Department of Public Health (CDPH) approved Medical Waste Hauler, Mail-Back System or Alternative Treatment Technology for the disposal of sharps containers.

Medical Waste Hauler:

Street Address:

City, State, Zip:

J. Sterilization of Jewelry: Describe the procedure for the sterilization of jewelry prior to placing into newly pierced skin. If jewelry is pre-sterilized indicate how the equipment is maintained sterile and sanitary.

K. Sterilization Equipment: List the equipment used in the decontamination and sterilization room, including the autoclave's make and model. Describe the procedure for decontaminating instruments prior to placing them inside the autoclave. Indicate whether instruments are manually washed or machine washed, such as with an ultrasonic machine. Include any equipment or products used to pre-clean used instruments in the machine, such as Tergazyme.

L. Disinfection Products: List all the disinfectant products used at the body art facility.

M. Time and Temperature: List the duration of time and temperature of the autoclave required for the sterilization of clean instruments.

Time:

Temperature:

PSI (Pound per square Inch):

Equipment:

Make:

Model:

N. Personal Protective Equipment: List the personal protective equipment used during a body art procedure.

O. Handwashing Sink: List the locations of the handwash sinks and describe the items supplied at each sink.

P. Aftercare Procedure: Describe the written recommendations and care provided to the client after a body art procedure. List the type of bandages or wrappings applied after a body art procedure.

Q. Procedure for an Accidental Spill: Describe the clean-up and disinfection procedure taken when there is an accidental spill of sharps or biohazardous waste.

R. Trash Receptacles and disposal of contaminated trash: List the type of trash receptacles and their location throughout the body art facility. Describe the procedure for the disposal of contaminated items, such as gloves and aprons.

S. Positive Spore Test: For cycles where the results of the biological indicator monitoring tests are positive, describe how the items were cleaned and sanitized. Proof of a negative test is required before reuse. **Note:** A written log of each monthly sterilization cycle is to be maintained for three (3) years and be available for inspection by the enforcement officer.

SIGNATURE SECTION	
Maintain a copy of this document in your files. Submit one copy to Environmental Health Services.	
I hereby certify that to the best of my knowledge and belief, the statements made herein are correct and true.	
Facility Owner Name:	Date:
Signature:	

I have read and understand the procedures described within this plan.		
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:
Practitioner Name:	Signature:	Date:

STERILIZATION PROCEDURES

When a body art facility is equipped with a decontamination and sterilization room and will be sterilizing reusable instruments and body art jewelry, the sterilization procedures below must be followed.

1. Clean and sterile instruments must be sealed in peel-packs that contain either a sterilizer indicator or internal temperature indicator. The outside of the pack must be labeled with the name of the instrument, the date sterilized, and the initials of the person operating the sterilizing equipment.

2. Sterilizers must be loaded, operated, decontaminated, maintained according to manufacturer's directions and meet all of the standards below:

    - Only equipment manufactured for the sterilization of medical instruments will be used.

    - Sterilization equipment must be tested using a commercial biological indicator monitoring system after the initial installation, after any major repair, and at least once per month. The expiration date of the monitor must be checked prior to each use.

    - Each sterilization load will be monitored with mechanical indicators for time, temperature, pressure, and, at a minimum, Class V integrators. The Class V integrator gives an immediate response on whether the sterilization has been achieved. Each individual sterilization pack will have an indicator.

    - Biological indicator monitoring test results will be recorded in a log that shall be kept on site for three years after the date of the results.

    - A written log of each sterilization cycle will be retained on site for three years and will include:
        (a) The date of the load.
        (b) A list of the contents of the load.
        (c) The exposure time and temperature.
        (d) The results of the Class V integrator.
        (e) For cycles where the results of the biological indicator monitoring test are positive, how the items were cleaned, and proof of a negative test before reuse.

3. Clean instruments and sterilized instrument packs must be placed in clean, dry, labeled containers, or stored in a labeled cabinet that is protected from dust and moisture. Use clean gloves to handle sterilized packages to prevent cross contamination of the sterilized item when the package is opened for use.

4. Sterilized instruments must be stored in the intact peel-packs or in the sterilization equipment cartridge until time of use.

5. Sterile instrument packs will be evaluated at the time of storage and before use. If the integrity of a pack is compromised, including, but not limited to, cases where the pack is torn, punctured, wet or displaying any evidence of moisture contamination, the pack must be discarded or reprocessed before use.

6. A body art facility that does not afford access to a decontamination and sterilization area that meets the standards of subdivision (c) of Section 119314 of the California Health and Safety Code or that does not have sterilization equipment will use only purchased disposable, single-use, pre- sterilized instruments. In place of the requirements for maintaining sterilization records, the following records will be kept and maintained for a minimum of 90 days following the use of the instruments at the site of practice for the purpose of verifying the use of disposable, single-use, pre-sterilized instruments.
   - A record of purchase and use of all single-use instruments.
   - A log of all procedures, including the names of the practitioner and client and the date of the procedure.
   - Written proof on company or laboratory letterhead showing that the presterilized instruments have undergone a sterilization process. Written proof must clearly identify the instruments sterilized by name or item number and must identify the lot or batch number of the sterilizer run.

OPERATING CONDITIONS FOR AUTOCLAVE

Cleaning: Remove all material on the instruments during the cleaning process to ensure that the sterilization process is achieved. The cleaning process can be manual or by use of an ultrasonic machine.

Packaging: Package the instruments with hinges in the open position to ensure that the ridges and crevices of the instruments are sterilized.

Loading: Load the autoclave with the packages upright on their sides. Peel-packs should be on edge with the plastic side next to a paper side to allow for steam penetration. Do not overload the autoclave to allow proper flow of the steam to achieve sterilization.

Steam Sterilization: Temperature should be 121°C or 250°F; pressure should be 106kPa (15lbs/in^2); 30 minutes for packaged items. At a higher temperature of 132°C or 279°F, pressure should be 30 lbs./in^2; 15 minutes for packaged items.

Allow all items to dry before removing them from the autoclave. Use clean gloves to handle packaged items.

Pressure settings (kPa or lbs./in^2) may vary slightly depending on the autoclave used. Follow manufacturer's recommendations for your autoclave.

Exposure time begins only after the autoclave has reached the target temperature.

Source: Adopted from Principles and Methods of Sterilization in Health Sciences. JJ Perkins. 1983

STERILIZATION LOG

Date	Load #	Contents	Operator	Time	Temp	Psi	Temp Indicator Results	Attach Integrator Here	Spore Test Results	Action Taken due to Failed Result