

CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

Application for an Approval to Operate a Body Art Facility

| | |
|------------------|-------|
| Name of Facility | |
| Address | |
| City | Zip |
| Phone | Email |
| Owner/Operator | |

An approval is valid from January 1st through December 31th each year. Please note that renewals received after December 31st will be assessed a 25% late fee

| | |
|---|-----------------|
| <input type="checkbox"/> Type I. Body Piercing Only Facility | \$400 per year |
| <input type="checkbox"/> Type II. Tattooing Only Facility | \$400 per year |
| <input type="checkbox"/> Type III. Combination Body Piercing & Tattooing Facility | \$425 per year |
| <input type="checkbox"/> Type IV. Time Limited Body Piercing/Tattooing (not to exceed 7 days) | \$100 per event |

Please complete the following for Time Limited Approvals only (Temporary Events)

| | |
|---------------|---------|
| Name of Event | Date(s) |
| Address | City |

For new facilities; the following application must be completed in its entirety, with the appropriate fee submitted before plans will be accepted for review. Please review the attached checklist for the required plan and specifications for the new business. When such plans are accepted by the Board of Health they shall be acted upon within thirty (30) days of receipt.

I hereby certify that I am the operator of the Body Art facility indicated above, and I will comply with Sections 3730.01 to 3730.11 of the Ohio Revised Code

| | |
|------------------------|------|
| Signature of Applicant | Date |
|------------------------|------|

For office use only-----Revised July 10, 2018

| | | | |
|-------------|------------|----------|---|
| Approved by | | | Date |
| Login # | Fee Amount | Permit # | New <input type="checkbox"/> Renewal <input type="checkbox"/> |

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

Terrence M. Allan, R.S., M.P.H. Health Commissioner

No person shall construct, install, provide, equip, or extensively alter a body art establishment until all plans and specifications for the facility layout, equipment, and operation have been submitted to and accepted, in writing, by the board of health of the city or general health district in which the business is located. Plans and specifications shall clearly show that the applicable provisions of Ohio Administrative Code 3701-9 can be met. Plans shall include, but not be limited to, the following:

Plans and specifications that are drawn legibly and reasonably to scale that include:

- The total area to be used for the business
- Entrances and exits
- Number, location, and types of plumbing fixtures, including all water facilities:
 - a) A restroom shall be located within establishment and be equipped with a toilet and hand sink
 - b) A hand sink shall be located separate from restroom and in close proximity to all artist procedure areas
 - c) A separate sink shall be provided for cleaning and rinsing equipment for the sterilization process (when applicable)
- Lighting plan
- Floor plan, showing the general layout of the fixtures and equipment
- List of all equipment to be used, including manufacturer and model numbers
- Written verification from zoning authority and building department having jurisdiction that the building has been zoned and approved for the business use
- Example patron consent form documenting all of the following information:
 - Patrons name, address, and date of birth; Date of service; Color and manufacture of all inks, dyes, or pigments used; Jewelry used including size, material composition, and manufacture; Location of procedure; Name of artist performing procedure

A Written Infection and Prevention Control Plan that includes but is not limited to the following:

- Procedures for decontaminating and disinfecting environmental surfaces
- Procedures for decontaminating, packaging, sterilizing, and storing reusable equipment and instruments
- Procedures for protecting clean instruments and sterile instruments from contamination during storage
- Procedures for ensuring that standard precautions and aseptic techniques are utilized during all body art procedures
- Procedures for the safe handling and disposal of needles
- Aftercare guidelines

Names of all persons who will perform tattooing or body piercing at the facility including records of their training in the following:

- Documentation of training in the body art
- Documentation of current completion of course in first aid
- Documentation of current completion of course in standard precautions/blood borne pathogens
- Documentation of training in principles of sterilization (when applicable)

Names of all persons who have an ownership interest of 5% or more in the business

The name and address of all approvals previously held by the owner/operator

REMINDER: PLANS THAT ARE MISSING ANY OF THE ABOVE INFORMATION WILL BE CONSIDERED INCOMPLETE AND WILL NOT RECEIVE APPROVAL TO OPERATE AS A BODY ART FACILITY