Placer County
Health and Human Services Department

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Perspective, Hope, and Opportunity

Body Art Self-Inspection Checklist

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 checklist will help you maintain a safe and compliant body art facility.

Shop Name: _____

Date: _____

		CLEANING AND STERILIZATION
	1	Ultrasonic cleaner – manufacturer's instructions followed and an appropriate cleaning agent used
	2	Autoclave is clean and properly maintained
	3	Autoclave passes Integrator 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	Practitioner is free from rashes, infections or open wounds
	8	Hepatitis B (Status/ Declination Form) records are kept as a part of the Exposure Control and Infection Prevention Plan
	9	Personal protective equipment is available and used appropriately
	10	Practitioner has completed bloodborne pathogens training
	11	Hands are washed effectively and in a timely manner
	12	Hand sink is accessible, and has warm running water, soap and paper towels
	13	Practitioner does not eat, drink or smoke at workstation
		CLIENT AND CLIENT RECORDS
	14	Informed consent, and medical history forms are on file for each client; any questions are answered
	15	Health 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

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		WRITTEN EXPOSURE CONTROL AND INFECTION PREVENTION PLAN
	19	Exposure Determination
	20	Written bandaging and aftercare instructions
	21	Cleaning procedure and schedule for decontaminating environmental surfaces
	22	Procedure for cleaning, packaging, sterilizing, and storing reusable instruments
	23	Procedure for safe handling and disposal of sharps waste
	24	Selection and use of personal protective equipment
	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 surfaces are 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
	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 any items that are not checked and that are considered to be a violation:

_____

_____

_____

_____

_____

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_____

Practitioner signature_____ Date_____

Shop Owner signature_____ Date_____