



New Body Art Facility Plan Approval

Ohio Law requires that every business offering Tattooing or Body Piercing Services be approved prior to operating. Ohio Law also requires as part of the approval process that plans and specifications for the operation be submitted to and approved by the Van Wert County Health Department. These plans and specifications must clearly show that applicable provisions of the Ohio Body Art Law and Rules* can be met and shall include the following:

- 1. A completed compliance questionnaire.**
- 2. A scale drawing showing the general layout of fixtures and equipment, entrances and exits, number, location and types of plumbing fixtures and all water supply facilities. This drawing must indicate the total area of the facility and areas used for tattoo/body piercing.**
- 3. A numbered equipment list (corresponding to the scale drawing) indicating manufacturer's name and model number for all equipment to be used.**
- 4. A lighting plan indicating foot-candle levels for critical surfaces.**
- 5. A description of all surface finishes in the facility including floors, walls, ceilings, and work surfaces.**
- 6. A copy of the documents which will be used in the facility including: written after-care instructions, record of service form, consent form, and record of dye colors and lot numbers used.**

Approval will not be issued until all approval requirements are completed and a pre-licensing inspection shows that you are in compliance with applicable rules.

For questions about the approval process, or to schedule an inspection, contact the Van Wert County Health Department at 419-238-0808, extension 105.

*A copy of the Ohio Body Art Rules can be obtained from the Van Wert County Health Department, or viewed at:

<https://odh.ohio.gov/know-our-programs/body-art-program/welcome-to-body-art>

TYPE OF OPERATION:

Tattooing

Body Piercing

Tattooing & Body Piercing

BUSINESS INFORMATION:

Name of Body Art Establishment: _____

Address:

Street

City

State

Zip Code

Phone Number: _____ Fax Number: _____

E-Mail Address: _____

Days of Operation: _____ Hours of Operation: _____

OPERATOR INFORMATION:

Name of Operator:

Address:

Street

City

State

Zip Code

Phone Number: _____

4. **If applicable, please describe how you will monitor and document the sterilizer function.**

5. **Please describe how and where sterilized instruments and equipment will be stored including commercially sterilized items.**

Records and Documentation

Procedures shall be maintained that ensure the general health and safety of all individuals employed by the business. A permanent record must be maintained that includes the dye colors, lot number or other identifier of each pigment used for each tattoo service performed.

1. **Please submit a copy of the proposed form that will be used for recordkeeping for services provided.**

2. **Describe your procedures to assure that individuals under eighteen years of age will not be served without proper consent:**

Physical Facilities

1. Will your water be provided by: Municipal water supply or Private well

2. Will wastewater be discharged to: Municipal sewer or Private septic system

3. Is the water supply protected from cross-contamination (backflow) at the point of entry into the operation? Yes or No

Other requirements as listed in OAC 3701-9

- ✓ Each individual body art work area must be at least 36 square feet.
- ✓ The area used for performing services must be separated from each other and from waiting customers or observers by a panel or door. Complete privacy should be available upon a patron's request.
- ✓ At least 40 foot-candles of light must be provided in all areas where tattoo or body piercing services are performed and 20 foot-candles in all other areas.
- ✓ The entire procedure room and equipment must be maintained in a clean, sanitary condition and in good repair.
- ✓ All floors under tattooing or body piercing activities must be an impervious, smooth, washable surface.
- ✓ All tables and equipment shall be constructed of easily cleanable material, with a smooth, washable finish.
- ✓ Restroom facilities must be available to the employees and customers of the operation and must be located within the establishment. Hot and cold running water as well as soap and disposable towels must be available.
- ✓ A hand sink with hot and cold running water, soap and hand drying facilities must be located in close proximity of each tattoo and body piercing area.
- ✓ Sufficient and appropriate receptacles shall be provided for the disposal of refuse and single-use instruments.
- ✓ All waste items including but not limited to needles, razors and other supplies capable of causing lacerations or punctures must be disposed of in accordance with the applicable standards of Chapter 3745-27 of the Ohio Administrative Code.
- ✓ Refuse containers must have lids.
- ✓ Live animals may not be allowed to enter the area(s) used for tattoo or body piercing.
- ✓ No food or drink shall be consumed in the rooms used for tattoo or body piercing.
- ✓ Gloves must be available for individuals performing tattoo and body piercing.
- ✓ Dyes or inks must be manufactured by an established manufacturer and used as recommended by that manufacturer.

These are only a few of the requirements; please refer to the complete listing of rules and regulations for more information.