Version 1.1

Body Artist Study Guide

A quick reference for the Body Artist in Suffolk County

Thank you for taking the time to read the Suffolk County Department of Health Services' "Body Artist Study Guide". This booklet is a reference guide to common sanitary code compliance issues for Body Artists, and highlights requirements of Article 14 (Body Art Establishment Regulations) that address public health hazards.

While this guide discusses certain requirements of Article 14, it is not intended as a substitute or replacement for the Body Artist being familiar with Article 14 in its entirety. If you have any questions regarding sanitary code compliance, please don't hesitate to contact the Department.

Part 1: The Artist

What is required to become a certified Suffolk County Body Artist?

- Minimum age is 18 years old
- Submit Body Artist Application (with documentation of prior experience/apprenticeship and education)
- Submit 2 passport-style photos
- Pass the Department's Body Artist Certificate exam
- Maintain good standing with the Department by complying with the requirements of Article 14

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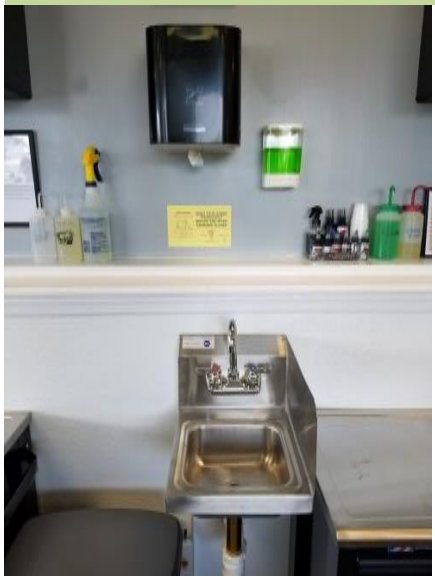
October 2021



Part 1: The Artist (continued)

What is the Apprenticeship program?

-Any person who does not have prior experience as a body artist must start as an apprentice

-Work under a "mentor" for a minimum of 1,000 hours. Apprentices must be directly supervised by a mentor when performing body art procedures

-Maintain a log book that details your experience. **The log MUST contain the following:** date of work, number of hours worked on the date, description of activities for the date, and signature of mentor for each entry

-Prior training, formal education, and experience may be considered for credit towards apprentice hour requirement.

How does my Body Artist certificate work?

•Required to independently perform ***any*** body art procedure after completion of apprenticeship •Expires after 3 years •Property of the artist

Workstation Setup

⇒ Hand wash sink with hot and cold plumbed water, nail brush, liquid hand soap, paper towels in a covered dispenser, and hand wash sign

⇒ Post Body Artist Certificate, Aftercare Procedures, and Healing Period Guidelines

⇒ Provide a covered garbage can and Sharps container

⇒ Label all chemical containers

⇒ Provide single-use barrier film to wrap equipment

⇒ Provide single-use, sterile gloves

⇒ Provide disposable sleeves for when skin contact may occur

⇒ No unnecessary traffic/people

⇒ Avoid cross-contamination, no storage next to hand sink

Part 2: The Establishment

How do I get a permit?

- Complete Body Art Establishment Permit Application
- Complete Plan Review Package if the location has not previously had a SCDHS Body Art establishment permit, or has been modified from previous layout
- Once plans receive final approval, schedule a pre-operational inspection
- Indicate your intention to use single- or multi-use instruments. Multi-use instruments require a recent autoclave spore test

How do I maintain my permit?

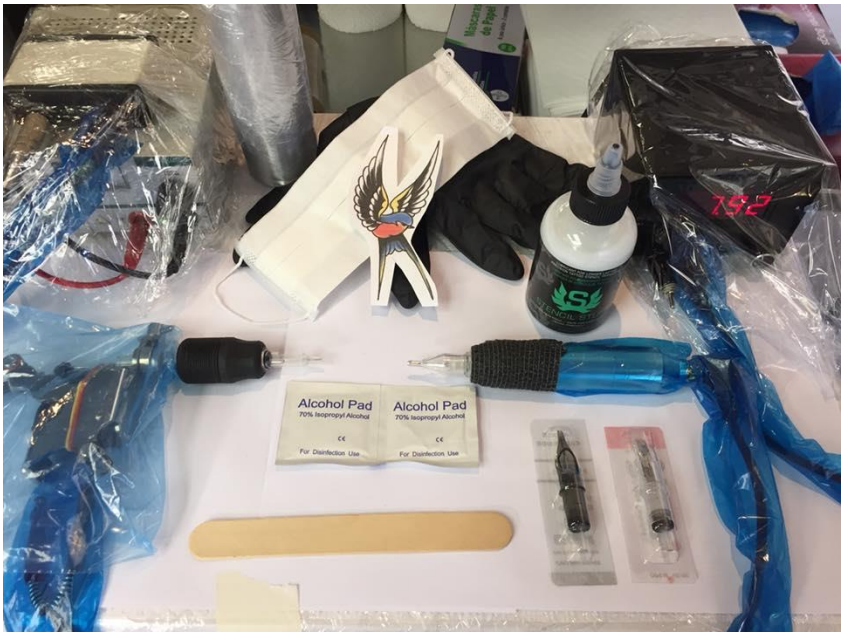
- Renew annually by December 31st
- Post permit where it can be publicly viewed
- Comply with provisions of Article 14, and all other applicable State and local laws
- During inspection, violations are cited to owner/operator of establishment
- Permit can be revoked through a legal hearing for failure to comply with Article 14

What needs to be posted in my establishment?

- Public Notice Body Art Disclosure & Notice of Inspection (Appendix F)
- First Aid for Fainting Notice
- No Smoking Notice
- Current Operating Permit

What is required in my establishment?

- 45 square foot minimum for workstation, at least one workstation must be able to be made private upon client request
- Physical separation of workstation from other areas
- Adequate storage space for cleaning equipment and personal items, away from body art equipment
- Mop sink/hooks for disposal and storage of mop and bucket



Part 3: Pre-Procedure Activities

- Complete Consent Form (Article 14, Appendix D as written) and patron record. The record must contain the patron's name, signature, address, age and manner of verification, date of procedure, location and description of body art performed, name of artist performing procedure. Patron records must be kept for at least 2 years.

- Artist must discuss risks/potential health complications prior to the procedure, do not perform procedure on individual who appears under the influence of drugs/alcohol, or are incoherent.

- Artist must provide "Healing Period Guidelines" for piercing and "Aftercare Guidelines" for piercings and tattoos (Article 14, Appendix A). Review aftercare procedures.

- All surfaces in workstation must be sanitized prior to bringing in client. Any surface likely to come in contact with blood/bodily fluids must be covered with appropriate barriers. This includes client chair, Mayo stand/countertop, lamps, spray bottles, faucet handles, tattoo machines, etc.

- Apply FDA-approved antimicrobial solution to clean area. Petroleum jelly products or ointments must be applied from single-use tubes for the procedure.

- Single-use only razors if shaving is required. Stencils, pencils, stencil duplicators, etc. must be single-use only. Non-toxic markers for free hand stencil with Department approval.

- Ensure area of body art procedure is free of visible rash, infection, and any other anomalies (skin tags, pre-cancerous cells, non-uniform moles).

The Barrier System

⇒A "barrier" is any physical method or equipment utilized to prevent disease transmission.

⇒Proper usage of disposable, single-use gloves is one of the most important barriers to disease transmission.

⇒Using multiple barriers during the body art procedure further reduces the risk of disease transmission.

⇒Maintain adequate supplies of barrier materials and equipment such as plastic wrap, clip cord covers, disposable sleeves, face masks/shields, disposable medical gowns and other PPE, procedure dressings, etc.

⇒ Proper use of barriers is a key component of "Universal Precautions" to prevent disease transmission (see Part 9)

Part 4: Post-Procedure Activities

- Completed body art procedure area must be cleaned by using FDA-approved antimicrobial solution applied with sterile paper/cotton product. Allow to air dry.

- Apply anti-bacterial ointment from single-use tube and cover with a sterile, non-stick bandage/covering (may not be required for some procedures). Thoroughly discuss aftercare procedures!

- Place all needles/sharps into Sharps container for disposal, unwrap and sanitize all surfaces in workstation. Follow wet contact times for sanitizers to be effective.

- Scrub multi-use equipment with disinfectant prior to ultrasonic bath; soak fully in disinfectant if unable to place in ultrasonic cleaner and autoclave immediately.

- Place all multi-use equipment into sterile pouches and sterilize in the autoclave for a minimum of **20 minutes** at **250ºF** and **15 psi**.

Autoclave log must contain the following:

•Date of sterilization •Type of body art instruments •Maximum temperature and pressure reached •Duration of cycle time •Name of person performing process •Keep log for 36 months

Part 5: Employee Health and Disease Surveillance

The Artist:

- Body Artist must not perform procedures if infected with communicable disease.

- Exposed skin of artist must be free of visible rash or infection.

- Artist must wear clean outer garments, keep fingernails clean and neatly trimmed, and observe high degree of personal hygiene. Wearing jewelry or cosmetics that may interfere with personal cleanliness is prohibited.

- Any artist affected with visible boils, infected wounds, open sores, weeping lesions, or acute respiratory infections must not work in any body art procedure or storage area where contamination could be possible.

- Artist must immediately inform the establishment owner/operator when they know they are infected with a communicable disease.

The Establishment:

- If the owner/operator suspects an artist of carrying a communicable disease they must restrict the artist from performing body art procedures.

- Owner/operator must immediately report an artist to the Department if suspected of carrying a communicable disease.

- Owner/operator must ensure that the use of tobacco in any form does not occur within the Body Art establishment.

- Upon receiving a report of a suspected infection by a patron, establishment personnel must direct the patron to seek medical attention. This report must be documented on the patron's record.

- Owner/operator must ensure that artists are not under the influence of drugs, alcohol, or medications that could impair their ability to safely perform procedures.

Part 6: The Equipment

-Single-use, factory-sterilized tattoo equipment, piercing tools, and jewelry must have color-change indicator on/in packaging that indicates method of successful sterilization. Must discard after expiration date, if provided. Do not use if packaging is damaged.

-Multi-use piercing and tattoo equipment must be stored in sterilization bags with color-change indicator on packaging that indicates successful sterilization. Bag must be labeled with date and initials of employee who performed sterilization. All items must be re-sterilized if unused after 365 days, or if the packaging is compromised.

-Jewelry that is not factory-sterilized must be sterilized onsite following the same parameters as piercing and tattoo equipment.

-Autoclave must receive quarterly spore tests. Spore test results must be kept for 36 months.

-Ultrasonic cleaner must be covered when in use.

What do I do about an accidental needle stick?

⇒Wash area profusely with soap and water

⇒DO NOT squeeze area to promote bleeding

⇒Immediately seek medical attention, possible post-exposure prophylaxis may be recommended

⇒Report incident to establishment owner

Part 7: Prohibited Activities/Items

-Practice of medicine (diagnosing, treating, operating or prescribing for any human disease, pain, injury, deformity or physical condition, as per NYS Ed Law § 6521)

-Practice of dentistry (includes prescription and fabrication of dental prostheses and appliances)

-No invasive procedure that is prohibited by law

-Tattooing, branding, scarifying a minor

-Use of insecticide and rodenticide by anyone not licensed by the NYS Department of Environmental Conservation (certified Body Artist or owner must be onsite when applying)

-No live bird, turtle, snake, dog, cat or other animal in any area used for conducting body art procedures or in the immediate, open adjacent areas

-Laser tattoo removal

-Food /drink within the workstation

-Use of tobacco in any form within the establishment

How do I store and dispose of my biomedical waste?

⇒Do not overfill Sharps containers, keep covered

⇒Do not store onsite for more than 30 days

⇒In accordance with 6 NYCRR Part 365, a licensed commercial waste company must be used to handle biomedical waste

⇒Biomedical waste that may release liquid or dried blood/bodily fluids must be stored in “red” biomedical waste bag

Part 8: Disease Transmission

- Body Artists are exposed to a variety of viral, bacterial, and parasitic pathogens

- Viral pathogens include HIV-AIDS, Hepatitis B, Hepatitis C, Hepatitis D, Herpes Simplex Virus 1, and Human Papillomavirus. Can survive on hard surfaces outside the body.

- These viral pathogens affect the liver. Symptoms include fever, jaundice, fatigue, nausea, abdominal pain, grey-colored stool.

- Hepatitis B is spread primarily through sexual contact. Spread also through sharing of needles, needle sticks, sharing of razors. Can live outside the body up to 3 weeks. Vaccine available.

- Hepatitis C is spread primarily through sharing needles. Incubation period can be up to 5 months. No vaccine available.

- HIV-AIDS is spread through sexual contact and by contact with infected blood via needles.

- Herpes can be spread by skin-to-skin contact. Active sores/rash and tears in the skin are not needed to transmit virus. No cure available.

- HPV can be spread by intimate skin-to-skin contact. Tears in the skin and visible symptoms are not necessary to transmit.

- Bacterial pathogens include Staphylococcus, Mycobacteria.

- Staphylococcus is commonly found on skin, and is easily transmitted. Causes weeping wounds, lesions.

- Mycobacteria has been found in contaminated inks. Can lead to lung disease, joint infections, and eye problems.

- Fungal infections such as ringworm can be caused by skin-to-skin contact as well as contact with unwashed clothing.

- Universal precautions are key to preventing the spread of disease.

Proper Glove Usage

⇒ Wash hands prior to donning

⇒ Change at least once per hour

⇒ Change if ripped or punctured

⇒ Change after potential contamination, such as touching your hair, skin, clothing, phone, or another person (not client)

⇒ Change with different job duties (cleaning/sanitizing, removing garbage, sterilizing equipment, etc.)

⇒ Wash hands after removing gloves

Glove Donning and Doffing: A Visual How To

Proper Hand Washing

DON'T FORGET YOUR PERSONAL PROTECTIVE EQUIPMENT!

Part 9: Universal Precautions

- Using Universal Precautions is an approach to infection control in which all blood/bodily fluids are treated as if contaminated with bloodborne pathogens (such as HIV). A sterile chain of events help prevent the spread of disease.

- Operator/owner is required by OSHA to have a written "Exposure Control Plan" that describes steps that will be taken to minimize Artists' exposure to blood. Download a model control plan from **http://www.oshatrain.org/courses/mods/755/Model_Exposure_Control_Plan.doc**

- Preventing needle stick/sharps injuries is a key part of Universal Precautions. Accessible, properly maintained Sharps containers are necessary to this step. Handling all needles/sharps with another tool will help minimize the possibility of an accidental needle stick.

- Best practices to prevent needle sticks include wall-mounted Sharps containers with unrestricted access, handling needles/sharps with other tools (pliers, forceps), and maintaining a Sharps Injury Log.

- Use of disposable gloves, gowns, face shields, and sleeves decreases risk of pathogen transmission. Don't forget your personal protective equipment (PPE)!

- Check gloves frequently for integrity. Be aware that petroleum-based ointment erodes latex gloves.

- Dispense inks prior to procedure, open tops with clean secondary barrier (i.e. paper towels).

- Don't apply liquid disinfectant/soap directly onto tattoo/piercing, to avoid spraying blood/mucosa into the air. Apply to sterile applicator.

- Prevent cross-contamination by practicing proper glove usage, hand washing, disinfecting of equipment and surfaces, and utilizing disposable products as much as possible.

How do I maintain my patron records?

COUNTY OF SUFFOLK

STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

DEPARTMENT OF HEALTH SERVICES

GREGSON H. PIGOTT, MD, MPH
Commissioner

Appendix D
CONSENT FOR BODY ART PROCEDURES

THE SUFFOLK COUNTY DEPARTMENT OF HEALTH SERVICES DOES NOT ENDORSE OR RECOMMEND BODY ART PROCEDURES IN ANY FORM. This includes, but is not limited to Tattooing, Body Piercing, Branding, Scarification, Cosmetic Tattooing, Permanent Makeup, Micropigmentation and Dermopigmentation.

Date: _____

I, _____, consent to the following body art procedure:
(Print Name of Customer)
_____ performed by _____ at
(Name of Body Artist)
_____.
(Name of Body Art Establishment & Town/Hamlet)

The aforementioned Body Artist has fully explained to me the nature of the procedure(s) and has informed me of the potential complications and risks including, but not limited to: bleeding, pain, swelling, infection, prolonged healing, scarring, nerve damage, fainting and death.

I am aware that Body Art Procedures are invasive and may involve possible health risks, especially for people with certain underlying medical conditions. I am also aware that I should consult with my physician prior to receiving any Body Art Procedure. If I experience an adverse effect during the healing period related to the Body Art Procedure I received, I have been advised to seek medical care as soon as possible and advise the Body Artist and/or the Body Art Establishment where I received the procedure.

NOTE: It is possible to become infected with Hepatitis B, Hepatitis C, HIV or any other bloodborne disease with any procedure that involves exposure to blood products or instruments contaminated with blood products. In addition, an individual cannot donate blood for 12 months after having any body art procedure.

I have been provided with a copy of Appendix A, Aftercare Instructions, for my particular Body Art Procedure, and, if it's a Body Piercing, a copy of Appendix E relating to healing periods. I have also had the opportunity to have any questions about the procedure answered.

Client Signature:_____

Parent/Guardian signature (for Body Piercing of Minors only):_____

State of New York)
ss:
County of Suffolk)

On this ____ day of _____, 20___, before me personally appeared _____, to me known to be the same person described herein and who executed the foregoing instrument and acknowledged that s/he executed the same.

_____
Notary Public, State of New York

Public Health

BUREAU OF PUBLIC HEALTH PROTECTION
360 Yaphank Avenue, Suite 2A, Yaphank, NY 11980
(631) 852-5999 | Fax (631) 852-5871

- Patron record must contain the above Consent Form (Article 14, Appendix D), in its entirety, unedited.

- Consent Form must be signed by patron. If piercing a minor, form must be signed by parent/guardian and notarized.

- Original patron record can be edited for any body art procedure that requires multiple sessions by adding date and description of progress.

- Maintain patron record with ink on paper, unless otherwise approved, for 2 years.

What are communicable diseases?

Illnesses that result from infection by pathogens in an individual human, and are transmitted from other humans or animals. These diseases require an employer/employee to be excluded from working, and must be reported to this Department by the owner/operator. Some examples include the following:

•Anaplasmosis •Anthrax •Botulism
•Measles •SARS •Lyme disease
•Laboratory-confirmed Influenza
•Hepatitis A •Hepatitis B •Hepatitis C
•Mumps •Rabies •Chlamydia •Malaria
•Staphylococcus aureus •Smallpox
•Campylobacteriosis •E. Coli 0157:H7
•Syphilis

To see the full list, visit **https://www.health.ny.gov/forms/instructions/doh-389_instructions.pdf**

What should I do if my client feels faint/falls unconscious?

- Follow the steps described in the "First Aid for Fainting" document below.

First Aid for Fainting, Unconsciousness and Bleeding

A. If the person feels faint:

1. ***Most Patients*** – Seat the patient with head between the knees if there is no injury or heart condition. You can often prevent a patient from fainting by placing him/her in a seated position and lowering the head to a level between the knees ***or,*** have the person calmly lie down, face up and slightly elevate the feet. Do not do this for people with fractures, neck, spinal or severe head injuries.
2. ***Patients with breathing or heart problems*** – Have the patient lie down with the feet slightly elevated, give emotional support and Call 911 for emergency medical assistance.

B. For patients who have fainted, unconsciousness:

1. **Position the person on his or her back.** Make sure the legs are elevated above the heart level.
2. **Watch the airway carefully.** People who lose consciousness may vomit.
3. **Check for breathing.** Position your ear over the person's mouth to listen for breathing sounds. If breathing has stopped, the problem is more serious than a fainting spell. Initiate cardiopulmonary resuscitation (CPR). Get emergency medical care. Call 911.
4. **Help restore blood flow.** If the person is breathing, restore blood flow to the brain by raising the person's legs above the level of the head. Loosen belts, collars or other constrictive clothing. If the person loses consciousness, Call 911.

C. Bleeding:

1. Apply direct pressure to the area using a sterile material to contact the skin area. Elevating the bleeding area above the body, if possible, may help reduce the bleeding.
2. If the bleeding is not readily controlled, immediately call for emergency medical assistance.

****** For Emergency Medical Assistance – Dial 911 ******

Public Health

How deep should my needle go?

⇒ The ideal depth for a tattoo needle in the skin is 1 to 2 millimeters. This may vary slightly depending on your client's skin.

⇒ This depth corresponds to the dermis, the second layer of the skin.

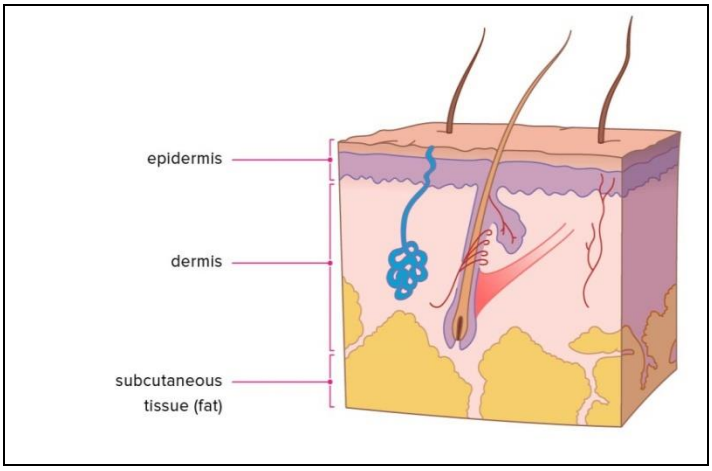
⇒ The top layer of the skin is the epidermis, which is composed of 5 sublayers. These are constantly growing upwards and will push the ink out if implanted in this layer.

⇒ The subcutaneous tissue is the bottom layer of the skin. Implanting ink in this layer will cause your client unnecessary pain, and could lead to infection.

⇒ Typical microblading needles have an ideal depth of 0.08 to 0.15 millimeters.

⇒ This depth implants the ink between the Epidermis and Dermis layers of the skin.

Remember, the depth and angle of your needle(s) has a direct impact on the quality of the body art and the ability for the skin to heal properly!



How to contact the Suffolk County Dept. of Health Services:

⇒Call us at 631-852-5999

⇒Email us at php@suffolkcountyny.gov

⇒Visit our website at https://www.suffolkcountyny.gov/Departments/Health-Services/Public-Health-Protection/Body-Art-Establishments