

Mobile Body Art Facility Guidelines



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This plan review checklist is provided to guide the mobile body art facility owner or operator to open a facility that meets public health and safety requirements established in California Health and Safety (H & S) Code, Safe Body Art Act. A practitioner or owner planning to construct or retrofit a vehicle that will be fitted or designed to perform body art, must submit plans to the Plan Review Unit of Riverside County Department of Environmental Health (Department) and obtain a health permit prior to operating a vehicle for the performance of body art. After reading these guidelines, please do not hesitate to contact this Department with any questions. You may also reach a Specialist via email at bodyart@rivco.org.

- What are the steps to obtaining an Environmental Health Permit?**
1. Contact all the other applicable AGENCIES and obtain the necessary PERMITS.
 2. Submit PLANS and pay the appropriate plan review fee.
 3. CONSTRUCT or retrofit the vehicle.
 4. Call for a FINAL APPROVAL INSPECTION.
 5. Bring the vehicle to the office for the FINAL APPROVAL INSPECTION.
 6. Submit all completed PAPERWORK and pay Environmental Health PERMIT FEES.

STEP 1: CONTACT ALL APPLICABLE AGENCIES

- Contact the **local city and zoning authority** for restrictions and requirements that may apply to the operation of the mobile body art facility in each locality proposed for business operations.
- Obtain a permit from the **California Department of Motor Vehicles Occupational Licensing Branch**.
- Obtain a Special Occupancy Permit from the **California Department of Housing and Community Development** since body art procedures must be performed inside of an enclosed vehicle with floors, walls, and ceilings. The vehicle must be inspected by the Codes and Standards Department, from a local jurisdiction listed below, for permit and inspection requirements and be issued a certification insignia.

Local California Department of Housing and Community Development offices:			
3737 Main St, Ste 400 Riverside, CA 92501-3337 (951) 782-4420	2000 East Fourth St, Ste 304 Santa Ana, CA 92705-3949 (714) 558-4974	3220 South Higuera, Rm 103 B San Luis Obispo, CA 93401-6982 (805) 549-3373	20201 Sherman Way, Ste 106 Winnetka, CA 91306-3297 (818) 717-5267
1530 Hilton Head Rd, Ste 107 El Cajon, CA 92019-4655 (619) 441-2326	2986 Bechelli Lane, Suite 201 Redding, CA 96002-1903 (530) 224-4815	9342 Tech Center Dr, Ste 550 Sacramento, CA 95826-2581 (916) 255-2532	

STEP 2: SUBMIT PLANS AND FEES

- Submit completed Body Art Plan Review Application Form and pay the applicable plan review fee.**
- Submit two (2) sets of the site plan:** Plan must be complete, easily readable, and include a detailed overhead layout of the entire facility identifying the procedure area, workstations, waiting area, handwash sink(s), and restroom (refer to Example Site Plan). Plan must identify all floor, wall, ceiling, counter, and cabinet finishes and include an equipment list schedule. Plan may be prepared by an architect, contractor, or owner.

Also submit the following: **Room Finish List** **Equipment List**

STEP 3: CONSTRUCT THE VEHICLE

The mobile body art facility shall meet the requirements listed below. The requirements, including the finish list, shall be outlined in the schematic or drawing of the site plan.

FACILITY CONSTRUCTION REQUIREMENTS:

- Floors throughout the work areas shall be constructed of materials that are smooth, non-absorbent, washable, and free of open holes.** All floor surfaces must be capable of being maintained in a sanitary manner. Unfinished wood surfaces are not acceptable.
- Walls shall be smooth, non-absorbent, washable, and free of open holes.** Surfaces throughout the vehicle, including construction joints and seams must be tightly fitted and sealed so as to be easily cleanable. The vehicle must be constructed and maintained to prevent the entrance of vermin. Unfinished wood surfaces are not acceptable.

- All workstation equipment shall be in good repair, non-absorbent and easily cleanable.** All counter surfaces and service trays must have a smooth, durable, and non-absorbent finish. Storage cabinets shall be capable of protecting packaged sterilized equipment and instruments from dust and moisture. Workstation equipment within a procedure area where a practitioner performs body art includes, but is not limited to, the client chair or table, counter, instrument tray, arm rests, storage drawer, and practitioner's chair.
- Procedure area shall be used only for the performance of body art.**
- A fixed **Handwash Sink** shall be provided in the procedure area for the exclusive use of the practitioner. The handwash sink shall have a pressurized supply of at least 5 gallons of potable water, and measure **at least 9 inches wide, 9 inches long, and 5 inches deep**. It shall be equipped with containerized liquid soap and single-use paper towels that are dispensed from a wall-mounted, touchless dispenser. The handwash sink shall provide warm water through a mixing or combination valve.
- The mobile body art facility shall be equipped with a **waste water tank** that is sized to be a minimum of 1.5 times the size of the potable water tank.
- The procedure area shall be equipped with **adequate lighting** at the level where the practitioner is practicing body art and shall be adequate in providing effective cleaning ability.
- Doors and windows shall remain closed during procedures.** Openable windows and doors may only be open during procedures if the openings have tight-fitting screens with 16 mesh per square inch screen or better in order to prevent the entrance of vermin.
- Lined waste containers shall be located at each procedure area.**
- Sealable, rigid and puncture proof **sharps containers shall be provided at each procedure area** for the disposal of single-use needles, needle bars, piercing needles, and sharp objects capable of cutting or piercing the skin, and has been used in the performance of body art and has not been disinfected or sterilized following use. Sharps containers shall be portable as necessary to ensure it is within arm's reach of the practitioner and shall be labeled with the words "sharps waste" or with the international biohazard symbol and the word "BIOHAZARD."

STEP 4: SET UP AN INSPECTION APPOINTMENT

Prior to opening for business, an inspection of the mobile body art facility will be conducted to determine if the vehicle and its proposed method of operation meet the specifications of the approved plans. A mobile body art facility may open for business once the necessary permits from all applicable agencies have been obtained, all equipment installation has been approved and the health permit is issued by this Department.

STEP 5: FINAL APPROVAL INSPECTION

At the final approval inspection, the overall vehicle construction will be inspected to ensure it is built to the approved plans with no changes or additions. If the plans do not match the vehicle, a permit will not be issued until the corrections are made. The following items will be checked:

- Operational hand wash sinks with hot and cold water.**
- Containerized liquid soap and wall-mounted paper towel dispensers** at the procedure area and restroom.
- Only **disposable, single-use pre-sterilized instruments** are purchased and stored in clean, dry, labeled containers or cabinets, protected from dust and moisture.
- Adequate lighting** at procedure area workstations.
- Sharps containers** and documentation of an **approved sharps disposal service or mail back program.**
- Cleaning and disinfection supplies** present and readily available.
- Adequate lined trash cans** at procedure area and restroom.
- Record keeping** methods.

STEP 6: SUBMIT PAPERWORK AND PAY FEES

Checklist of forms and documents at the Final Approval Inspection:

- Completed **Body Art Facility Application**
- A copy of the **Infection Prevention and Control Plan (IPCP)**
- Practitioner Applications** for all Body Art Practitioners working at the facility

**ROOM FINISH LIST
(MATERIALS AND FINISHES)**

ROOM OR AREA	FLOOR	WALLS
<i>Example: Restroom</i>	<i>Smooth quarry tile</i>	<i>Gypsum board; smooth; semi-gloss paint in "swiss coffee"</i>
Procedure Areas		
Waiting Area		

EQUIPMENT LIST – PART 1

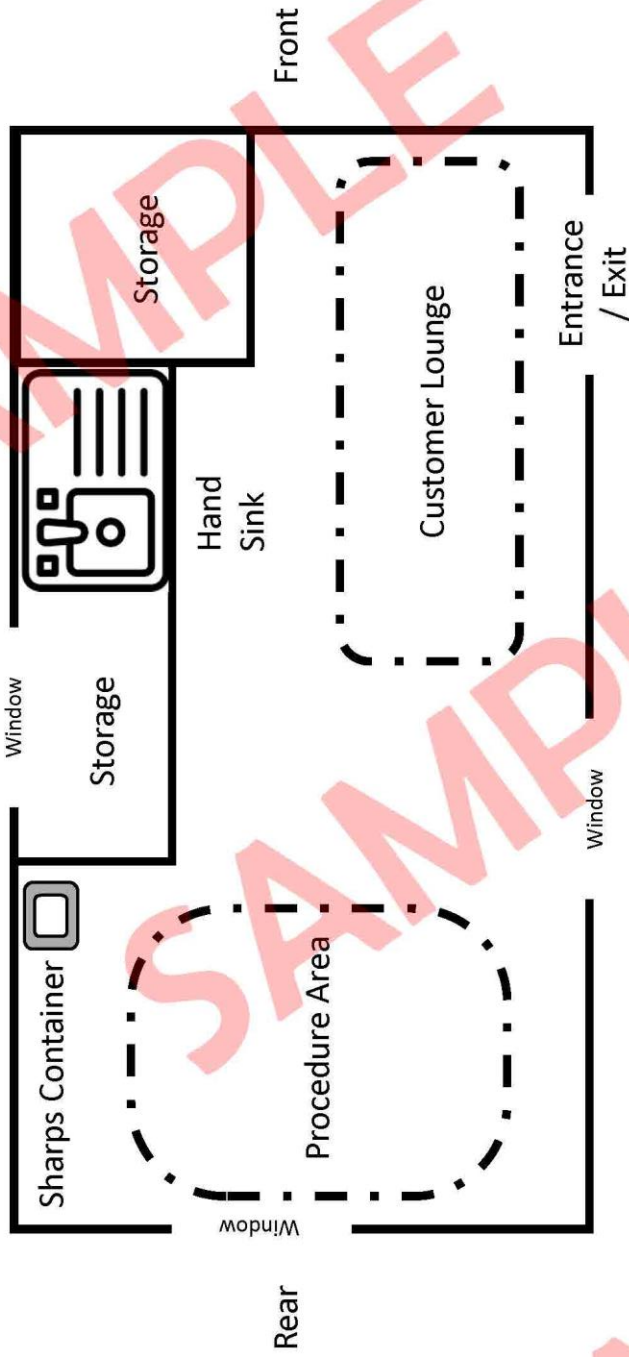
ROOM OR AREA	LOCATION	MANUFACTURER	MODEL NUMBER
Tattoo Machine			
Permanent Cosmetic Machine			
Water Heater Capacity: _____ gal.			
Potable Water Tank Capacity: _____ gal.			
Waste Water Tank Capacity: _____ gal.			

NOTE: PLEASE PROVIDE SPECIFICATION SHEETS FOR ALL EQUIPMENT.

EQUIPMENT LIST – PART 2

ROOM OR AREA	DESCRIPTION OF MATERIAL
<i>Example: Mayo Trays</i>	<i>Stainless steel</i>
Practitioner Chair	
Client Chair	
Client bed	
Stool	
Arm Rest	
Mayo Trays	
Counters	
Storage Cabinets	
Disposable Instruments	

Tattoos 2 Go



Floor Material: Linoleum

Wall Material: Plastic Panel (FRP)

Window Screens: Yes

Door Screens: No

Fresh Waster Tank Size: 5 gallons

Grey Water Tank Size: 8 gallons

Vehicle / Trailer Description: Regency Streamline travel trailer.

DAILY OPERATIONAL REQUIREMENTS

Congratulations! Now that you are approved, these are your daily requirements for operation:

A. Instrument Requirements

1. Only disposable, single-use, pre-sterilized equipment and instruments shall be used. Autoclave or sterilization equipment is not allowed to be placed or operated in a mobile body art facility.
2. Records shall be kept and maintained readily available for inspection by this Department for 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 exclusive use of all single-use instruments.
 - A log of all procedures, including the name of the practitioner, name of the client and the date of the procedure.

B. Infection Prevention and Control Plan (IPCP)

A copy of the facility's IPCP shall be maintained on-site and the use of all disposable, single-use, pre-sterilized equipment and instruments shall be outlined in the plan.

C. Body Piercing Requirements

Body piercing practices are prohibited in a mobile body art facility, unless the entire procedure, including the use of all disposable, single-use, pre-sterilized equipment and instruments and pre-sterilized jewelry is outlined in the IPCP.

D. Procedure Area

1. The mobile body art facility shall be used exclusively for performing body art and no other purpose. Body art procedures cannot be conducted outside of the enclosed vehicle. The vehicle shall not be used as a living space or residential dwelling for practices such as sleeping, bathing, or meal preparation.
2. Animals are not allowed in the procedure area(s) with the exception of service animals as defined by the American's with Disabilities Act (ADA).
3. No eating, smoking or drinking shall be permitted in the procedure area.
4. Practitioner registration certificates and all necessary health permits must be posted in public view.

E. Equipment Requirements

1. The vehicle shall be maintained clean, in good repair and kept in sanitary condition. It must be free of insect or vermin infestation.
2. Only commercially manufactured inks, dyes and pigments shall be used.
3. If a tattoo machine is used, it shall be designed and manufactured to provide removable tip parts between the tip and motor housing in a manner that will prevent backflow into enclosed parts of the motor housing. Manufacturer specification sheets for the machine shall be readily available onsite for inspection by this Department.
4. Approved Environmental Protection Agency (EPA) or Department of Pesticide Regulation (DPR) disinfectants and antiseptic solutions used for preparation of the procedure site shall be provided.
5. Single-use supplies, such as disposable gloves, single-use receptacles for inks or pigments, sterile dressings, disposable plastic wrap or other coverings for the chair, tattoo machine, clip cord, workstation, etc. shall be available on-site.
6. Personal protective equipment appropriate for the specific body art task, such as disposable gloves, disposable aprons, lap pads, etc. shall be provided.

F. Sharps Waste

All sharps waste produced during the performance of body art shall be disposed of using one of the following methods:

1. Through an approved licensed medical waste hauler and disposed of at a licensed treatment facility.
2. Through a mail-back system.
3. As solid waste after being disinfected by a method approved by the California Department of Public Health (CDPH) in compliance with all applicable laws.

G. Tracking Documents

The last three years of documentation for the proper disposal of sharps waste containers disposed of through a licensed medical waste hauler or mail-back system shall be maintained on-site and available for review upon the request of the local enforcement agency (this Department).

H. A supply of blank **client consent forms, client medical questionnaires and written aftercare instructions** shall be available onsite.

I. **Completed client consent forms shall be available on-site.**

J. Restroom Requirements

1. All waste water shall be discharged at an approved waste water servicing area, such as an RV trailer station.
2. The mobile body art facility shall be operated within 200 feet of an accessible restroom.