

## INSTRUCTIONS

**Note:** Complete this form in its entirety. Shade each applicable bubble in pen or pencil. The code references cited below are not all inclusive. If questions should arise concerning a particular standard, please refer to Chapter 64E-28, *Florida Administrative Code*, and sections 381.00771-381.00791, *Florida Statutes*, directly.

### EXPLANATION OF CODE REFERENCES

#### PREMISES

1. **Local Codes.** 381.00779(1)(c),(d). Tattoo establishments shall comply with all applicable local building, occupational, zoning, and health codes.
2. **Walls.** 64E-28.007(1), 64E-28.008(2). Shall be clean and in good repair. Shall be constructed of nonabsorbent, easily cleanable materials in tattooing area, where items are cleaned and sterilized, and restrooms.
3. **Floors.** 64E-28.007(1), 64E-28.008(2). Shall be clean and in good repair. Shall be constructed of non absorbent, easily cleanable materials in tattooing area, where items are cleaned and sterilized, and restrooms.
4. **Ceilings.** 64E-28.007(1), 64E-28.008(2). Shall be clean and in good repair.
5. **Work Surfaces.** 64E-28.007(19). Work chairs, tables, stands, cabinets, and counter tops shall have smooth, non-porous, easily cleanable surfaces and disinfected after each customer.
6. **Labels.** 64E-28.007(20). Liquid products not stored in original containers shall be labeled with the name of the product.
7. **No Eating/Drinking/Smoking.** 64E-28.007(4). Eating and drinking, except for the purpose of administering first aid, and smoking are prohibited in areas where tattooing is performed or instruments and supplies are cleaned and stored.
8. **Lighting.** 64E-28.007(9). Shall have an artificial light source equivalent to at least 100 foot candles in the tattooing area and where items are cleaned and sterilized.
9. **Handsinks.** 64E-28.007(11). A handsink with unobstructed access shall be available to artists for handwashing and shall be supplied with running water under pressure, liquid soap, a dispenser with single-use paper towels, and a waste receptacle.
10. **Restrooms.** 64E-28.007(10). Restrooms shall be supplied with toilet tissue, a hanksink supplied with running water under pressure, liquid soap, a dispenser with single-use paper towels, and a waste receptacle. Signage shall be posted to instruct employees that they must wash their hands before returning to work.
11. **Vermin Control.** 64E-28.007(7). There shall be effective measures taken to combat vermin. Openings to the outside shall be protected by such means as self-closing doors, closed windows, or screening that is not less than sixteen (16) mesh to the inch.
12. **No Direct Opening.** 64E-28.007(2),(3). Direct openings between a tattoo establishment and any building or portion of a building used as living or sleeping quarters or located in an area where food is prepared is not allowed.
13. **Animals.** 64E-28.007(8). Animals shall not be allowed in a tattoo establishment, except under Section 413.08 *F.S.* Aquariums with fish shall be allowed in waiting rooms and non-procedural areas only.
14. **Water Supply.** 64E-28.007(5). Water supply shall comply with the provisions of Chapter 64E-8 or 62-550, *F.A.C.*
15. **Sewage Disposal.** 64E-28.007(6). Sewage disposal shall comply with provisions of Chapter 64E-6 or 62-200, *F.A.C.*

#### SANITIZATION/STERILIZATION

16. **Surface Disinfection.** 64E-28.007(19), 64E-28.009(10)(d). Work chairs, tables, stands, cabinets, and counter tops shall be cleaned and disinfected after each customer.
17. **Autoclave.** 64E-28.007(13),(14). Tattoo establishments that do not use individually packaged, pre-sterilized, single-use items shall have a steam autoclave. The unit shall be cleaned at the frequency recommended by the manufacturer; serviced at the frequency of the manufacturer but not less than once a year; and loaded per the instruction manual. Spore testing shall be conducted at a minimum of every 40 hours of operation, but not less than quarterly. A chemical indicator strip shall be placed inside one packet in each load.
18. **Packages.** 64E-28.007(16)(a),(b),(17). Packaged items sterilized onsite shall be labeled with the date autoclaved. Prepackaged, single-use items shall be sterilized with ethylene oxide gas or gamma rays and shall be labeled with the expiration date.
19. **Instrument Storage.** 64E-28.007(18). Sterile items shall be stored in a clean, dry covered container or in a clean, dry cabinet.
20. **Instrument Cleaning.** 64E-28.007(12). Contaminated, reusable items shall be cleaned manually in a sink, separate from the hand sink(s), or mechanically in an ultrasonic machine prior to sterilization.

#### TATTOOING

21. **Handwashing.** 64E-28.009(5)(b),(8)(c)1.,(10)(g). A tattoo artist shall wash their hands prior to performing a tattoo procedure; upon gloves being torn, punctured, or contaminated; and at the conclusion of a tattooing session.
22. **Skin Prep.** 64E-28.009(5)(a),(6),(7). Skin shall be cleansed using a clean, single-use paper towel or pad and antiseptic solution prior to a tattooing procedure. If hair is to be removed, either a single-use razor or clippers which can be disinfected shall be used. If hair removal is done after skin cleansing, the area shall be re-cleansed.
23. **Gloving.** 64E-28.009(8)(c). Tattoo artist shall wear new, disposable gloves for each tattoo session. These gloves shall be changed when they become punctured, contaminated, or when leaving the tattooing area. Tattoo artists shall wash their hands or apply alcohol-based hand sanitizer before donning new gloves.
24. **Tattoo Procedure.** 64E-28.009(8)(a,b,d-g),(9), (10)(a-c)(g). A tattoo artist shall use aseptic technique while performing a tattoo procedure. This shall include using only sterile needle bars, sterile needle tubes, single-use, sterile needles and barrier covers. Stencils shall be single-use and applied with a product that is packaged as a single dose or dispensed from the container as a single dose. Items used for freehand artistry on the skin shall be discarded after use unless an antiseptic is applied to the skin after marking.
25. **Aftercare.** 64E-28.009(4). A tattoo artist shall provide verbal and written aftercare information prior to or after the procedure.

#### LICENSE/RECORDS

26. **Establishment License.** 381.00777(1), 381.00779(1), 64E-28.005. A person may not tattoo the body of any human being in this state except at a licensed tattoo establishment or licensed temporary establishment, except as provided in s.381.00773, *F.S.* The establishment must display an active license in a manner that is easily visible to the public at all times while tattooing is performed at the establishment.
27. **Employee Records.** 64E-28.007(21)(e). Employee records shall include name and department issued license number for each tattoo artist who works in the establishment. Employee records shall be maintained for at least two years after the person's employment ends.
28. **Customer Records.** 64E-28.007(21)(a),(d), 64E-28.009(1). Customer records shall include customer's name, age, date of birth, and signature. The records shall also contain the name and signature of the tattoo artist; description and location of the tattoo; and date(s) of the tattooing procedure. These records shall be maintained for a period of two years.
29. **Sterilization/Autoclave Records.** 64E-28.007(13)(b)2.,(15),(21)(b-d), 64E-28.008(3). Autoclave log; spore strip results; maintenance records; and if needed, documentation of manufacturer's method of sterilization for packaged, pre-sterilized, single-use items shall be maintained for a period of two years.
30. **Parental Consent.** 381.00787(1-3), 64E-28.007(21)(a),(d), 64E-28.009(2),(3). Signed, notarized, parental consent shall be on form DH 4146. Parental consent records shall be maintained for a period of two years.
31. **Artist License/Registration.** 381.00775(1), 381.00779(2), 64E-28.003, 64E-28.004. A person may not tattoo the body of any human being in this state unless they are licensed as a tattoo artist or registered as a guest tattoo artist, except as provided in s.381.00773, *F.S.* The tattoo artist must display his or her active license in a manner that is easily visible to the public at all times while practicing tattooing.
32. **Other.**