



Environmental Health Division Invasive Body Decoration Temporary Event Inspection Checklist

Carson City Health and Human Services
Environmental Health Division
900 E Long St Carson City, NV 89706
Phone: 775-887-2190 Email: EH@carson.org



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If you have questions regarding further requirements for Invasive Body Decoration operators/practitioners attending temporary events, please contact Carson City Health & Human Services - Environmental Health Division at (775) 887-2190 or visit our website at gethealthycarsoncity.com/eh.

IBD Inspection Checklist	HEALTH INSPECTOR USE ONLY		COMPLIANCE STATUS	
			IN	OUT
ALL PRACTITIONERS MUST HAVE A VALID PRACTITIONER REGISTRATION: Please review this information on site.				
PRACTITIONER REGISTRATIONS SHALL BE VISUALLY DISPLAYED: The registration must be present and posted in a conspicuous location at the time of the event with a current photo or other form of identification.				
DEMONSTRATION BOOTH OCCUPANCY: The maximum occupancy allowed per single booth is 4 practitioners. More booths are required for more than 4 practitioners.				
NO FOOD OR DRINK: Practitioners are aware there can be no food, drink, or tobacco products eaten while performing a procedure in the booth. They can be placed underneath and away from possible contamination to their workstation. The booth is the procedure area. Client or Practitioner must move to an appropriate, permitted area for food/drink consumption & storage.				
CLEAN ENVIRONMENT: The only way to maintain a clean and sanitary environment in the procedure area is to be neat and organized. Personal effects are stowed out of the way and away from the workstations in the booth. Under the table would be appropriate. All trash generated in a lined waste can. Help practitioners understand to notify the sponsor/coordinator to maintain regular trash pick-up from your booth. The booth is the procedure area.				
FORMS AND PAPERWORK: Review all necessary forms (not limited to): Client Consent, Medical History, Aftercare Instructions, Client Procedure Log and/or separate Procedure Log to document the use of disposable instruments, disposable instrument invoices, jewelry mill certifications, etc.				
HAND WASHING: Practitioners must wash and dry their hands with the soap and water just prior to and after every procedure. Notify the sponsor to maintain regular water changes and ensure that hand wash equipment and hand washing stations are maintained for your use.				
PERSONAL PROTECTIVE EQUIPMENT (PPE): For every procedure, please express to practitioners to place a new disposable bib or lap pad, and clean disposable examination gloves.				
TATTOO MACHINE: The tattoo machine is "bagged" with a disposable plastic sheath as well as the power cord. The plastic sheath shall be discarded after the completion of each procedure. Please relay to the artists that the machine must be inspected and cleaned after each use.				
SINGLE-USE ITEMS: Needles, ink caps, gloves, aprons, paper towels, dental bibs, cord covers, machine bags, plastic wrap, stencils, marking pens or other coverings for chairs and workstations shall be single-use. The use of disposable instruments, such as needle tubes in peel packs shall be documented on the client procedure log, with the date and name of the practitioner. Instrument records shall be maintained by the practitioner/tattoo company. JEWELRY shall be pre-sterilized in individual peel packs.				
RE-USABLE INSTRUMENTS: Check reusable instruments shall be pre-sterilized in peel packs. The peel pack shall have the date of sterilization, and the initials of the person who completed the sterilization load.				
SOILED INSTRUMENTS: After the procedure, soiled instruments shall be placed in a hard plastic container with a water "tight" fitting lid. The container shall be clearly labeled with the contents (i.e. soiled or dirty instruments) and is used for direct transfer to the Decontamination Sterilization Station.				
DISINFECTION AND DECONTAMINATION: All surfaces or objects in the work station that have been in contact with the client and materials utilized during the procedure shall be cleaned and disinfected with industry standard disinfectants. Items included but not limited to: arm rests, chairs, tables, trays, tattoo machines, etc.				
INSPECTION TIME: The temporary establishment booth inspected and permits are issued prior to operation.				
AGE RESTRICTION: There is a minimum age of 18 years old required for artists; also required is completion of program of training after beginning employment and annually thereafter.				
BODY ART RESTRICTIONS: Practitioners must be aware they cannot perform procedures when clients are under the influence.				
LIVE ANIMALS: Live animals are prohibited on premises; exceptions are certified and trained service and/or emotional support animals and the operator must be aware they may not handle or care for animals while on-duty. Please ensure booths are free of vermin or insects, pests etc.				
SHARPS WASTE CONTAINERS: A properly labeled container for sharps waste must be provided by the event organizer. Dispose of all used needles, razors, grommets, in the sharps container at the end of the procedure. Locate the sharps container within arm's reach of the practitioners. Return the sharps container to the event organizer for disposal at the conclusion of the event.				
BOOTH STRUCTURE: Floor, tables and chairs shall be non-porous and easily cleanable. Exposed carpet not allowed in booths.				
<p>Acknowledgment of Understanding: <i>By signing this document, I, the inspector, verify that all observations made during this inspection, that are marked on this form as IN/OUT are true and correct to the best of my knowledge and experience.</i></p> <p>Inspector Signature: _____ Date: _____</p> <p>Inspector Printed Name: _____</p>	<p>Acknowledgment of Understanding: <i>By signing this document, I, the practitioner/operator, verify that all observations made during this inspection, that are marked on this form as IN/OUT are understood and true to the best of my knowledge and experience.</i></p> <p>Practitioner Signature: _____ Date: _____</p> <p>Practitioner Printed Name: _____</p>			

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FRONT SIDE

BACK SIDE

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	IN	OUT		IN	OUT
A. VALID PRACTITIONER REGISTRATION -----			K. RE-USABLE INSTRUMENTS -----		
B. REGISTRATIONS VISUALLY DISPLAYED -----			L. SOILED INSTRUMENTS -----		
C. DEMONSTRATION BOOTH OCCUPANCY -----			M. DISINFECTION AND DECONTAMINATION -----		
D. NO FOOD OR DRINK -----			N. INSPECTION TIME -----		
E. CLEAN ENVIRONMENT -----			O. AGE RESTRICTION -----		
F. FORMS AND PAPERWORK -----			P. BODY ART RESTRICTIONS -----		
G. HAND WASHING -----			Q. LIVE ANIMALS -----		
H. PERSONAL PROTECTIVE EQUIPMENT (PPE) -----			R. SHARPS WASTE CONTAINERS -----		
I. TATTOO MACHINE -----			S. BOOTH STRUCTURE -----		
J. SINGLE-USE ITEMS -----					

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