

# Tattoo Hygiene Rating Scheme

## Inspection Record



<b>Name of officer</b>		<b>Date of visit</b>	
<b>Employer / Duty Holder Name</b>			
<b>Name &amp; Address of Premises</b>			
<b>Treatment Offered</b>			
<b>Person(s) Seen</b>			
<b>Names of Registered Operator(s)</b>			

LEVEL 2	(All of the below must be in place a Rating of 1 to be issued):	Yes	No	Comments
<b>CLEANLINESS OF PREMISES AND FITTINGS</b>				
1	Internal walls, doors, windows, Floor, ceiling kept clean & in good repair.			
2	Waste bin with pedal / refuse collection / correct disposal arrangements.			
3	Needles, razors or other sharp items used in treatment disposed of in a sharps box.			
4	All furniture and waste receptacles are kept clean			
5	Animals are prohibited from the treatment area (except guide dogs)			
6	Any table, couch or item which may become contaminated with blood or bodily fluids and any surface which a needle,			

	instrument or equipment is placed on immediately prior to treatment, has a clean and impervious surface which is cleaned and disinfected immediately after use and at the end of each working day			
7	Any table or couch in contact with clients skin is covered by use of a disposable paper sheet or plastic film wrap or similar which is changed for every client.			
8	Eating/drinking is prohibited in the treatment area (except water during the tattoo process for the client) and prominent notice(s) are displayed			
<b>TREATMENT AREA</b>				
9	Clinical areas physically distinct from non-clinical areas and all treatments conducted solely in the treatment area.			
10	Floor of the treatment area is smooth and impervious to water.			
<b>CLEANSING &amp; STERILIZATION OF NEEDLES, INSTRUMENTS, MATERIALS &amp; EQUIPMENT</b>				
11	Any gown, wrap or other protective clothing, paper or other covering used in treatment is clean and in good repair and has not been used on previous client, unless it consists of a material which can be and has been adequately cleansed &, so far as is reasonably practicable, sterilised.			
12	All needles / razors / other sharp instruments are single use and disposable.			

13	Any single-use instrument, or equipment or parts of an instrument that touches a client are sterile.			
14	If petroleum jelly or lubricating gel is placed on a client's skin, it is removed with a clean spatula which is disposed of following treatment, or cleaned & sterilised before re-use.			
15	Tattoo machines and clip cords are covered with plastic which is renewed between clients and disposed of appropriately.			
16	Elastic bands or needle runners used on tattoo machines are changed between clients and disposed of appropriately.			
17	Tattoo stencils and marker pens are single-use and are disposed of appropriately.			
18	Only ink that is dispensed into single-use pots or pre-packed single-use containers is used.			
19	Ink containers are single-use and unused ink is disposed of after each treatment.			
20	Plastic film wrap used to cover tattoos is clean and used straight from the pack and is secured by use of hypo allergenic tape.			
21	A sink which is separate to the WHB is available for general purpose use, with a constant supply of hot and cold running water (and located out of the treatment area wherever possible)			
22	Sterilisation equipment is available (unless only pre-sterilised items are used) and is serviced / tested / maintained in accordance with manufacturer instructions, and records are retained. [Note: Vacuum autoclaves are			

	needed for hollow tubes, tips and grips]			
23	There are sufficient and safe gas points & electrical socket outlets			
24	Clean and suitable storage is provided for articles, needles, instruments and equipment			
<b>RECORD KEEPING</b>				
25	For the purpose of controlling the spread of infection records are retained of all clients treated (including name, address, DOB, nature of treatment, medical history, health assessment, name of operator and signed consent form)			
<b>CLEANLINESS &amp; PERSONAL HYGIENE OF OPERATORS</b>				
26	Operators are aware of appropriate hand hygiene procedures and wash hands immediately before and after each treatment			
27	Operators are instructed in the correct use of PPE			
28	Hands and nails are kept clean and nails kept short and free from nail varnish, nail decoration or any form of nail covering			
29	No wrist watches, stoned rings or other jewellery worn during treatment.			
30	Open lesions on exposed parts of the body are covered by waterproof dressing			
31	Operators wear disposable, well fitted, powder-free surgical gloves that conform to EC standards, are free from rips and tears and have not previously been used on another client.			

32	Operators do not wear natural rubber latex (NRL) gloves for treatment involving petroleum based lubricants			
33	Operators wear a gown, wrap or protective clothing that is clean / washable and sterile or wears a single-use apron that is disposed of appropriately after use.			
34	Operators do not smoke or consume food in the treatment area.			
35	All operatives practising are maintaining high standards of personal hygiene at all times			
36	Suitable and sufficient WHB's with non-hand operated taps provided and appropriately located for the sole use of, liquid soap and paper towels stored in a wall mounted dispenser next to the WHB. Hand washing instructions clearly displayed at the operators, equipped with an adequate supply of hot and cold water WHB			
37	Sanitary accommodation for operators is adequate, clean and maintained in a hygienic condition.			
<b>LEVEL 3</b>				
<b><i>(All of the above to be achieved, plus the</i></b>				
<b>RECORDS, ID CHECKS AND CLIENT INFORMATION</b>				
38	ID checks are carried out to verify date of birth (DOB) and details of type of ID seen is recorded in the client records			

39	A record of the brand and batch numbers of inks used in the treatment are recorded in the client record			
40	Client aftercare advice is provided following treatment, in writing, that the client can retain and take away with them			
<b>LEVEL 4</b> <b>(All Level 2 &amp; Level 3 criteria must be achieved + the following):</b>				
41	The proprietor of the business and all artists operating from the premises are members of a trade or professional body that promotes safe and hygienic tattooing			
42	Arrangements are in place to immunise operators against Hepatitis B. Records of operators who have declined vaccinations are retained. Where operators have been vaccinated, evidence is available.			
43	Training arrangements are in place to ensure CPD or similar, tailored appropriately to ensure competence of all operators. Staff training records are available.			
<b>ADDITIONAL CONSIDERTIONS (not integral to rating criteria)</b>				
<b>A</b>	Adequately stocked first-aid kit available			
<b>B</b>	Operator's first-aid trained			
<b>C</b>	Operators aware of needle stick injury procedure			
<b>D</b>	Operators aware of procedure for dealing with body fluid spillages			
<b>E</b>	Registration certificates correct and on display			
<b>F</b>	Copy of Local Authority byelaws available on the premises			
<b>G</b>	Autoclave pressure tested in accordance with Pressure Systems Safety Regulations 2000			

**OFFICER NOTES :**

