

### **Client information and records**

It is the law that no person under 18 should be tattooed. It is important that the client signs a consent form and you should obtain proof of their age.

You need to check if a client is suffering from any medical condition, which may affect the treatment or require written authorisation from the client's GP. Aftercare advice should be provided in writing. This should give information on healing times and how to minimise infection. Detailed client records should be made and ideally be kept for at least three years. This information is important should the client suffer subsequent medical complications.

### **What action should I take if staff receives a needle stick injury?**

- Encourage puncture to bleed.
- Wash with cold water.
- Cover with dry dressing.
- Seek medical advice.
- Record details of accident.



### **What else do I need to do?**

There are a number of other things you need to do:

- When you receive your registration it should be displayed in a conspicuous position on the premises.
- You should have employer's liability insurance and it is recommended you also have public liability insurance.
- You will also need to comply with general health and safety requirements and the Breckland Council Byelaws in respect of acupuncture, tattooing, cosmetic piercing and semi-permanent skin colouring.

### **Where can I get further information?**

Should you require any further information please do not hesitate to contact the health and safety team at Breckland Council, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE, Tel: 01362 656870 or e-mail: [healthandsafety@breckland.gov.uk](mailto:healthandsafety@breckland.gov.uk).



# Tattooing



# A Guide to Safe Practice

This leaflet provides guidance on how to obtain permission to carry out tattooing together with information on how to perform tattooing activities hygienically and safely.

### What must I do if I want to carry out tattooing on my premises?

It is a legal requirement that any business carrying out this activity is registered with Breckland Council. You will need to complete an application form and return it to our offices with the required one-off registration fee.

### Why do I need to be registered?

Any activity that involves piercing the skin creates a risk of infection and the transmission of blood-borne diseases such as HIV and Hepatitis B. It is necessary that we check operators to ensure adequate standards of hygiene and safety are maintained.

### What must I do?

Your premises must meet certain standards with regard to structure and cleanliness, operators must be properly trained and it is important that a safe tattooing procedure is followed.



### Premises

All parts of the premises where the procedure takes place must be kept in good repair so that they can be effectively cleaned in particular:

- The room in which tattooing takes place and any furniture and fittings must be provided with a smooth impervious surface that can be kept clean.
- There should be adequate storage for equipment.
- A supply of hot and cold water should be available nearby preferably with foot/elbow-operated taps, liquid soap dispensers and disposable paper towels.
- Ideally a separate room should be designated for cleaning and sterilisation of equipment.
- Rooms should be designed to protect the privacy of the client.
- Autoclaves must be maintained and thoroughly examined by a competent person and certificated. Vacuum autoclaves should be used for sterilising.

### Cleanliness/hygiene

All equipment must be cleaned and where necessary sterilised before use to eliminate the risk of infection. In particular:

- Needles should be disposable, sterile and single use.
- All skin penetration equipment must be cleaned and **sterilised**. This can only be achieved using an autoclave. See separate leaflet on sterilisation and disinfectant.
- Rubber bands used on tattoo machines must be disposed of after each client.
- Sterile equipment must be used immediately or kept sterile until used.
- Tables and couches should be covered with disposable paper sheets.

- Working surfaces should be cleaned down with hot water and detergent at regular intervals during the day and disinfected after each client.
- Smoking, drinking or eating must not take place during treatment.
- Pigments should be placed in sterile disposable containers and used for one client only.
- Appliances used for removing Vaseline from pots must not be re-dipped into the Vaseline.
- Any blood/bodily spillages must be cleaned up safely using disposable gloves/aprons and a suitable disinfectant such as bleach.

### Operators

All persons carrying out tattooing must be appropriately trained, competent and follow good personal hygiene.

All tattooists need to prove they are competent to practice. They should preferably have attended a relevant course and be a member of a recognised association. Newly qualified and inexperienced persons should be adequately supervised. It is also recommended that each premises have a documented procedures manual.

It is also strongly recommended that any training is documented.

### Personal hygiene

- Hand washing must be carried out before and after treatment and if contaminated by blood or other bodily fluids during treatment.
- Cuts, sores or open wounds should be covered with an impermeable dressing.
- New disposable protective gloves should be used for each client.
- Clean washable overclothing or disposable plastic aprons should be worn.
- It is recommended that staff are vaccinated against Hepatitis B.

### Tattooing procedure

Knowledge of the machine, technical skill and experience are essential for anyone carrying out this activity. The basic procedure is to:

- Wash hands thoroughly using soap and hot water and wear disposable gloves.
- Clean skin with suitable alcohol impregnated wipes.
- Shave skin if required using disposable razor.
- Cover skin as necessary with sterile dressing.
- Dismantle equipment, thoroughly clean and re-sterilise.
- Needles must be disposed of in sharps containers. Other waste must be disposed of safely and collected by a competent waste contractor who is registered to take clinical waste.

