



Franklin County Public Health  
280 East Broad Street  
Columbus, Ohio 43215-4562  
(614) 525-3160  
www.myfcph.org

## Obtaining a Permit to Operate a Tattoo and/or Body Piercing Establishment

Community Environmental Health Program

**According to Section 3730.02 of the Ohio Revised Code:** "No person shall operate a business that offers tattooing or body piercing services unless a board of health has approved the business under section 3730.03 of the Revised Code".

**Section 3701-09-02 of the Ohio Administrative Code states:** "Persons seeking approval to operate a business offering body art services shall apply to the board of health of the city or general health district in which the business is located, on forms the board shall prescribe and provide. The applicant shall submit all applicable fees and information the board of health determines is necessary to process the application.

**Franklin County Public Health requires the following list of items to be submitted, a signed "Application to Operate a Tattoo and/or Body Piercing Establishment" along with the appropriate fee specified on the application:**

1. A floor plan drawing (to scale) showing the total area to be used for the business (100-ft<sup>2</sup> min.), area used for tattoo/piercing services (36-ft<sup>2</sup> min.), location of entrances/exits, hand washing sink(s), restroom facilities, storage areas, sterilization area and lighting plan, number, location and types of plumbing fixtures, including all water supply facilities.
2. A description of the materials used for the flooring, walls, countertops and storage areas.
3. A list of all equipment, including manufacturer and model numbers.
4. Written verification from the zoning authority and building department having jurisdiction that the building has been zoned and approved for the business use
5. Documentation of appropriate training in tattooing or body piercing (courses, seminars, apprenticeships or other training).
6. Provide proof that all persons performing tattooing or body piercing services for the business have received training, in the following:
  - a. First aid;
  - b. Safety and sanitation requirements for preventing transmission of infectious diseases;
  - c. Universal precautions against bloodborne pathogens;
  - d. Appropriate tattoo and piercing aftercare.
7. Written infection prevention and control plan that includes, but is not limited to, the following:
  - a. Decontaminating and disinfecting environmental surfaces;
  - b. Decontaminating, packaging, sterilizing, and storing reusable equipment and instruments;
  - c. Protecting clean instruments and sterile instruments from contamination during storage;
  - d. Ensuring that standard precautions and aseptic techniques are utilized during all body art procedures;
  - e. Safe handling and disposal of needles;
  - f. Aftercare guidelines.
8. For tattooing services, provide written client consent forms that include the color, manufacturer, and lot number of each pigment used for each tattoo performed.
9. A sterilization log that includes the date, time, name of operator, and indicator results (if applicable).
10. A biological indicator (spore test) log that includes the date, time, name of operator, and test results (if applicable). Also provide the name of the testing entity.
11. Minor consent forms to be used (if applicable).
12. A check or money order made payable to Franklin County Public Health for the amount specified on the application.

A representative of Franklin County Public Health will review the application and information submitted. After the information is reviewed, any deficiencies will be noted and the applicant will be notified to make any necessary additions or corrections.

Upon approval of the submitted information, a representative of Franklin County Public Health will perform an inspection of the establishment. If the establishment is found to be in compliance with all aspects of Ohio Administrative Code 3701-9, a "Permit to Operate a Tattoo and/or Body Piercing Establishment" will be issued. This permit is only valid from the date issued until December 31<sup>st</sup> of the same year. **Failure to meet any of the above-outlined requirements will result in disapproval of the application and a "Permit to Operate" will not be issued.** If you have any questions, please feel free to contact this office at (614) 525-3160.