



**Wheeling-Ohio County
Health Department**

TEMPORARY TATTOO STUDIO CHECKLIST

NAME & DATE OF EVENT _____

OWNER/AGENT _____

STUDIO NAME _____

Studio Type: _____ Tattoo _____ Body Piercing

OWNER'S ADDRESS _____

OWNER'S PHONE () _____ FAX# _____

Current Registration for all Piercers ____ Yes ____ No

Registration Information: _____

TEMPORARY STUDIO LOCATION ____ Permanent Structure ____ Mobile Unit ____ Other: _____

- Are all worktables, benches, chairs, floors, and walls non-absorbable, smooth, and easily cleanable? ____ Yes ____ No

EQUIPMENT

- Will any equipment be sterilized on-site? ____ Yes ____ No ____ All Disposable
- If yes, describe sterilization area: _____

HAND WASHING

Location of Hand Washing Station: _____

Location of Restroom(s): _____

WASTE DISPOSAL

Infectious Waste Disposal: _____ Wastewater Disposal: _____

OTHER

- West Virginia Business License
- Wheeling City Business License (if within City limits)
- Hand washing station in work area (or within 25ft of work area if multiple artists)
- Proper wastewater disposal
- Cleaning and sterilization area provided (enough sinks/autoclaves if multiple artists)
- Convenient Restrooms
- 50ft candles lighting in each work area
- Infectious waste disposal
- Worktables, benches, and chairs non-absorbable, smooth, easily cleanable
- Floors and walls non-absorbable, smooth, and easily cleanable
- Supplies:

- Gloves
- Single use razors
- Single use ink cups
- Single use needles
- Single use paper stencils
- Antimicrobial solution
- Work area clean and items stored off the floor if possible.
- All sterilized items date labeled (<6 months)
- Proper record keeping and after-care instructions provided.

Additional Requirements for Body Piercing

- All artists registered with the State of West Virginia
- Public Notice posted.
- Body Piercing and Tattoo operations must be separate and not done in the same booth/area.

Event Organizer/Facility Checklist

- All Tattoo and/or Body Piercers are permitted and registered.
- Any Food Service has a current health department permit.