El Paso County, CO Public Health

El Paso County Public Health

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(719) 578-3199 Fax: (719) 578-3188 www.elpasocountyhealth.org

BODY ART TEMPORARY EVENT COORDINATOR APPLICATION

****FOR ALL APPLICANTS INCLUDING NON-PROFIT ORGANIZATIONS****

Temporary Event: A body art trade show, convention, procedural/ product demonstration, educational seminar, or other similar event that does not exceed seven (7) consecutive days ,at which body artists perform body art outside of a permanent body art establishment location.

Temporary Event License: All body art temporary events held in El Paso County, Colorado that offer body art to the public must have a license and comply with the regulations of the El Paso County Board of Health Chapter 6 Body Art Regulations.
(Available at: http://www.elpasocountyhealth.org/pages/Regulations.aspx)

The following conditions pertain to a body art temporary event license:

- A temporary event license shall be valid for a period of no more than seven (7) consecutive days, beginning on the first day of the temporary event.
- A temporary event license is valid for one location only and is not transferable from one place to another.
- A temporary event license shall be posted in a prominent location and shall be conspicuously visible to patrons during the event.

Event Coordinator: The person responsible for obtaining a Health Department license for a temporary body art event, and is the person responsible for ensuring compliance with the El Paso County Board of Health Chapter 6 Body Art Regulations.

Mobile Unit: An enclosed unit on wheels, that is readily moveable, and which may only be used for performance of body art.

INSTRUCTIONS FOR OBTAINING A TEMPORARY BODY ART EVENT LICENSE

1. Complete this entire application and submit requested documentation including:
   - Hepatitis B vaccination or declination for participating body artists.
   - Infection control training for participating body artists.
   - Copy of the consent form and aftercare written instructions that will be used by all vendors.
   - Sharps and infectious/regulated waste disposal plan.
   - Copy of current Red Cross Certification or American Heart Association training in CPR (Cardio Pulmonary Resuscitation) and basic first aid from participating body artists.

2. Submit this application no less than thirty (30) business days prior to the event.
3. Pay all related fees at the time the application is submitted. (*fees are non-refundable). Current Board of Health body art establishment fees are posted on the Health Department's website. Look under Regulations, Chapter 3 – Fees; www.elpasocountyhealth.org/pages/BOH.aspx.

PART 1: EVENT INFORMATION

Event Coordinator:

Name _____

Address _____

Business Phone # _____ Fax_____

On site Cell # _____

Email _____

Secondary Contact For Event:

Name _____

Address _____

Business Phone # _____ Fax_____

On site Cell # _____

Email _____

Temporary Event:

Name of Event _____

Location of Event _____

Location Phone # _____

Date of Event ___ _____

Services to be offered: (Check all that apply)

□ Tattoo □ Body Piercing □ Other _____

PART 2: BODY ART VENDORS AND BODY ARTISTS

- Body art vendors are those businesses who are occupying a booth(s) at the temporary event.
- Body artists are those individuals who will be providing body art services for a vendor at the temporary event.

To participate as a body artist at a temporary body art event in El Paso County, each artist must:

- ✓ Be affiliated with a body art establishment that is licensed by the appropriate body art regulatory authority for their home jurisdiction; **OR** Be sponsored by the operator of a licensed body art establishment in El Paso County, provided that a written sponsorship agreement is submitted to Health Department as part of this application.
- ✓ Provide verification or declination of Hepatitis B vaccination; documentation must be provided to the Health Department.
- ✓ Be certified in infection control training by the Health Department or by an acceptable alternative training approved by the Health Department; documentation must be provided.

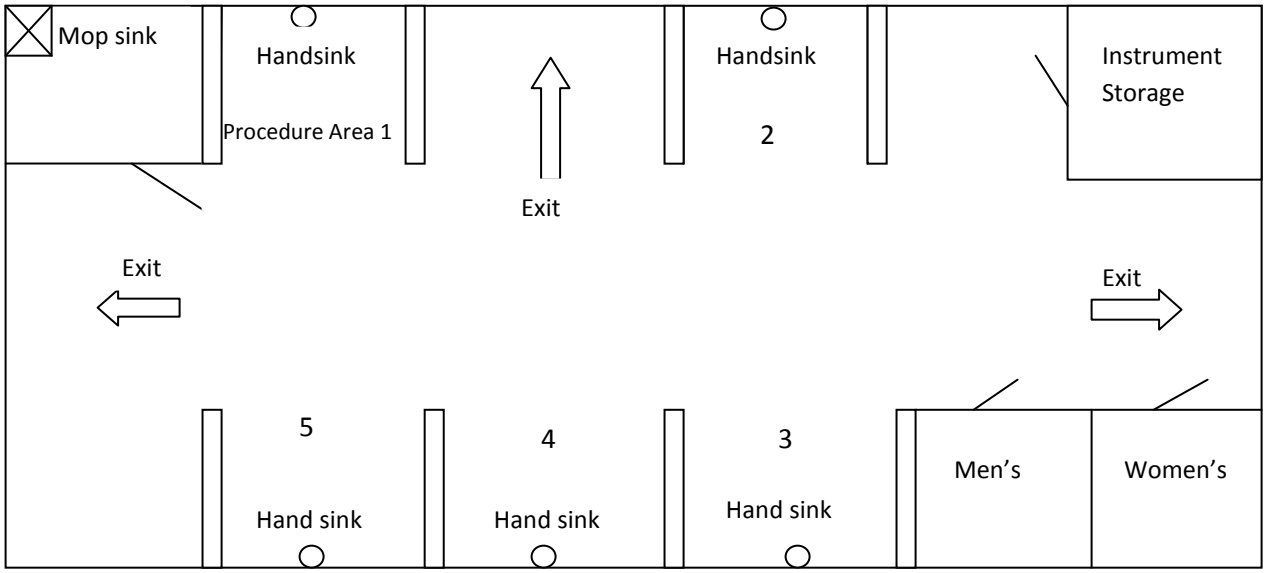
Temporary event coordinators must provide a list of all body art vendors and their associated body artists that will be providing services at the temporary event – Use table at end of this application. Only those body artists listed in that table, including mobile units, may operate at the body art temporary event once a license is granted and all requirements have been met. Additional pages may be attached as necessary.

PART 3: LAYOUT FOR EVENT

Provide a detailed floor plan of the event. (See *SAMPLE FLOOR PLA*N below to ensure all required information is provided). Include the location and identification of all equipment listed below.

Hand sinks	Waiting area(s)
Procedure area	Mop sink
Instrument Storage	Restroom
Exit	Break Area

Sample Diagram:



PART 4: FLOORING

Floors in temporary event spaces must be smooth, durable, and easily cleanable. Provide answers to the following questions concerning the flooring of the event space:

1. What is the flooring material in the event space?

2. If it is carpet, what will be used to cover it?

3. What do you plan to use as a cleaner for this floor cover?

PART 5: OTHER REQUIRED ITEMS

- Temporary handwashing stations
    - When permanent handwashing stations are not readily accessible, body artists shall utilize temporary handwashing stations that are capable of providing a continuous flow of warm potable water. Temporary hand washing stations shall be commercially manufactured for hand washing and approved by the department prior to the event. Hand soap and paper towels shall be provided. Temporary hand washing stations shall be used only for handwashing and located in such a manner as to not potentially contaminate any body artist's workstation.
    - Wastewater from temporary handwashing stations shall be collected in a sanitary container. The event coordinator is responsible for ensuring that wastewater is disposed in an approved sanitary sewage system as frequently as needed.
- Body art equipment - All instruments used for a body art procedure shall be single use, and commercially sterilized.
- Sharps/infectious waste – Discarded sharps shall be disposed of in approved sharps containers. Infectious/regulated waste, other than sharps shall be placed in impervious, tear resistant, plastic bags, which are red in color and marked with the Universal Biological Hazard Symbol. Sharps and infectious/regulated waste shall be disposed of by an approved, off-site treatment facility in accordance with El Paso County Chapter 6 Body Art Regulations.

In applying for a Body Art Temporary Event license, I as the Event Coordinator understand that I am responsible for ensuring compliance with El Paso County Board of Health Body Art Regulations. The information provided is complete and correct to the best of my knowledge. I agree to all terms and conditions required by the EPCDHE to allow for operation at the Body Art Temporary Event.

Print Applicant Name_____ Date_____

Applicant Signature_____

(EPCDHE use only)

Comments:

_____

_____

_____

_____

_____ _____

Approved By **Date**

Environmental Health Services

El Paso County Department of Health and Environmen

ATTACHMENT

LIST OF PARTICIPATING BODY ART VENDORS AND BODY ARTISTS IN TEMPORARY EVENT

Name of Event _____ Location of Event _____ Date of Event ___ _____

Booth #	Vendor Business Name	Vendor Contact Name, Address, Phone	Name and phone number of body artist(s) per vendor	Name of licensed establishment or sponsoring establishment per body artist

Use Additional Pages As Necessary

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