

<p><i>For Office Use Only</i></p> <p>Date of inspection : _____</p>

Evaluation: Tattooists	
Name and ID of tattooist:	
Address of licensed establishment:	
Tel/ Mob:	
e-mail address:	
Certificates:	

Employment details as per Cap.343 Employment and Training Services Act

How many people employed (myself included)? _____

How many are employed on full-time basis? _____

How many are employed on part-time basis? _____

Fill in the Name & Surname and ID number for each employee (including yourself) or provide a list with the details of all employees:

Name and Surname	ID card number	Profession	Registration number (where applicable)	Hep B vaccine		Anti-Hbs Titre	
				Yes	No	Date/Result	

Premises			
Structural Condition <i>(floor and work surfaces impervious, no broken tiles, ceiling and walls paint in good condition, no construction problems)</i>	Adequate	Inadequate	
Lighting <i>(adequate lighting in all rooms, light bulbs shielded)</i>	Adequate	Inadequate	
Client's privacy	Adequate	Inadequate	
The actual tattooing area must not be visible from the waiting room or the outside of the studio	Adequate	Inadequate	
Ventilation <i>(either naturally– windows – or artificially – extractor fan. Extractor fans to be switched on automatically with light)</i>	Adequate	Inadequate	
General Cleanliness <i>(cleaning scheduled daily. General cleaning weekly. Clean work stations, desks, chairs and shelving)</i>	Adequate	Inadequate	
Wash Hand Basins <i>(hot and cold water available, no leakages, no cracks, clean fixtures)</i>	Adequate	Inadequate	
Hand washing/drying facilities <i>(liquid soap, disposable paper towels or air-dryers)</i>	Adequate	Inadequate	
Facilities to clean solid tools <i>(size of sink adequate to place equipment inside, hot and cold water available, no cracks, no leaks, clean fixtures)</i>	Adequate	Inadequate	
Waiting room is segregated from workshop	Yes	No	
Sign denoting that tattooing is only allowed on persons over 18 years of age	Available	Not Available	
Another sign denoting that ' No person under the age of 18 years can request any form of tattooing even with the consent of the parents/guardians ' <i>(to be placed in a conspicuous place on the main door of the tattoo studio)</i>	Available	Not available	
License to be placed in conspicuous place in the tattoo studio	Available	Not Available	
Lavatory facilities: Lighting <i>(bulbs/Shielded)</i>	Adequate	Inadequate	
Lavatory facilities: Ventilation <i>(either naturally– windows – or artificially –</i>	Natural	Artificial	

<i>extractor fan. Extractor fans to switch on automatically)</i>			
Lavatory facilities: Proper wash hand basin <i>(with hot and cold water with mixer, no leakages, no cracks, fixtures clean and cleanable)</i>	Adequate	Inadequate	
Lavatory facilities: Hand washing/drying facilities <i>(liquid soap, disposable paper towels or air-dryers)</i>	Adequate	Inadequate	

Records and Aftercare			
Clients' Records: What data is collected and stored:	1. Name & Surname	Yes	No
	2. ID / Passport No.	Yes	No
	3. Address	Yes	No
	4. Signed Consent	Yes	No
	5. Other	Yes	No
Does the consent form include questions regarding the health status of the client		Yes	No
Is written aftercare advice given to all clients		Yes	No
Is the client asked to sign that after care advice was provided, explained and understood?		Yes	No

Infection Control			
Disposable gloves <i>(sizes that fit all practitioners. To be disposed of after every client. Gloves are to be removed when answering phone, opening doors, etc. Nitrile gloves are also to be made available in case a client is allergic to latex).</i>	Available	Not available	
Sharps Container <i>(only the standard yellow sharps container is acceptable)</i>	Available	Not available	
Disposal of sharps and other potentially infected material: <i>(only licensed persons can handle and transport sharps containers)</i>			
Filters of air conditioners cleaned weekly	Yes	No	Not applicable
Is a steriliser available <i>(Only required if needles, etc. are not disposable. If a steriliser is available, it has to be serviced at least every 12 months.</i>	Yes	No	Not required
<i>If yes ;</i>			
Type of autoclave			
How are logs stored			
Helix tests frequency			
Are instruments being wrapped			
Valid expiry date on wrapped instruments			
Disposable consumables <i>(if needles are not disposable, a steriliser is to be made available. Disposable needles, blades, etc should have an expiry date. Any expired items should be disposed of immediately)</i>	Size	Expiry Date	

Pigments/tattoo inks <i>(all pigments /tattoo inks should have an expiry date. No expired pigments/inks should be left on the premises)</i>	Brand & Colour/No.	Expiry Date	Supplier
Use of numbing cream	Yes (If yes, bought from a pharmacy)	No	
Surface Cleaning Detergents & Disinfectants: <i>(70% Alcohol should be used for hands and surfaces)</i>			
Skin Disinfection: <i>(70% alcohol swabs are to be used)</i>			
Tattoo Dressing used:			

Other Requirements			
Fire Extinguisher	Available	Not available	Expiry/Service Date
<i>(must have a valid expiry date. Must be situated in the most accessible place. Must not be too heavy to handle)</i>			

Price indication as per S.L.378.09 Consumer Affairs Act (Price Indication) Regulations and as per Chapter 378 Consumer Affairs Act (Part VIII)		
Is the price indicated on or near products?	Yes	No
Is there a price list of the basic services provided?	Yes	No

Do you read/understand alerts sent and published by the Directorate for HealthCare Standards?	Yes	No
In case of a difficulty, do you know how to contact the licensing officer?	Yes	No



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