Tattooing and Body Piercing
COVID-19 Prevention Checklist
June 19, 2020

When providing a tattoo or piercing, staff and clients can be in close contact. The virus can spread from respiratory droplets and shared surfaces of a person with COVID-19. This is a summary checklist of required measures to reduce the spread of COVID-19. Please review the Ottawa Public Health COVID-19 Guidelines for Personal Service Settings for more information on how to keep your employees and clients safe. Please note that the requirements under the Ontario Personal Service Settings Regulation 136/18 still apply.

A. Staff Health & Screening
☐ Staff are advised to report illness to their supervisor/manager and to stay home if sick.
☐ Staff are screened before starting each shift.
☐ Staff are advised to go home right away and self-isolate if they become ill during a shift. Staff are advised to call their Health Care Provider or visit our main Novel Coronavirus COVID-19 webpage for the latest guidance on next steps.
☐ Testing is available for all Ottawa residents that suspect they have Covid-19, visit a Covid-19 Assessment Centre or Care Clinic for testing
☐ Staff are trained on the proper use of personal protective equipment (PPE), including putting on and taking off gloves, masks/face coverings, face shields/goggles, and gowns, if worn.
☐ Staff use masks/face coverings at all times while there are other people in the premises.
☐ Staff use masks/face coverings and eye protection (face shield/goggles) at all times while providing services.
☐ Personal protective equipment (PPE) such as gloves, masks/face covering, and eye protection (face shield/goggles) are available on-site for all staff at all times. Operators are required to provide and ensure there is adequate PPE for staff.
☐ Re-usable face shield/goggles are assigned to one staff, and cleaned and disinfected between use.
☐ Staff are trained on proper hand hygiene and respiratory etiquette
☐ Staff launder their clothing after each shift or wear a protective cover over clothing and launder after each shift.

B. Signage at the Premises
☐ Signage for COVID-19 Health Assessment and the number of clients permitted at one time is posted at the entrance of the premises.
☐ Clients with COVID-19 Symptoms and/or who have been in contact with someone with COVID-19 are not permitted to enter the premises.
☐ Signage for hand hygiene and respiratory etiquette is posted at the entrance and throughout the premises.
☐ Floor stickers and physical distancing signage are available in high visibility areas to remind clients to keep two metres/six feet apart from others at all times.
C. Number of People in the Premises
☐ The number of staff and clients is restricted to ensure ease of movement and to maintain two metres/six feet between people.
☐ Flexible work schedules and staggered lunch and break times are implemented to limit the number of people in the premises at one time.

D. Scheduling Appointments
☐ Clients are advised that they must use a mask/face covering for the duration of their appointments.
☐ Clients are advised that all consultations for a tattoo or body piercing must be done online before coming to the studio. Appointments will be made for providing the service only.
☐ Tattoos and piercing on the nose, ears, and face are not permitted.
☐ Client appointments are scheduled by phone or online. Walk-in clients are asked to call from outside the premises to make an appointment.
☐ Waiting areas are not permitted. Clients are instructed to wait outside of the premises until their scheduled appointment.
☐ Clients are screened for symptoms of COVID-19 by staff when booking appointments. Clients are not permitted to bring guests, including children.
☐ Records of staff and client contact information (e.g. full name, telephone/email), including date and time at premises, service received are maintained on-site for contact tracing purposes, should the need arise.
☐ There is enough time between appointments to ensure thorough cleaning and disinfection/sterilization of equipment and workstations between clients.

E. Workstations
☐ Workstations and equipment in use must be two metres/six feet apart or equipped with barriers/dividers that are adequate in height to ensure the protection between clients and staff.
☐ Alcohol-based hand sanitizer (ABHR) with a minimum of 70% alcohol concentration is available at each workstation, and staff and clients are encouraged to use it frequently.
☐ Magazines, tattoo/piercing books, brochures, decor and other unnecessary items are removed.
☐ Workstations have their own products and tools and are not shared between staff.

F. Providing Services
☐ A mask/face covering is used by staff and clients at all times, even when physical distancing and barriers/dividers are used.
☐ Staff wear a mask/face covering at all times and face shield/goggles when providing a service.
☐ Premises has disposable masks available to provide to clients when needed.
☐ Face-to-face contact with clients is limited as much as possible. Services on the face are not permitted.
☐ Clients are not permitted to handle stencils, ink or jewellery. A two metre/six foot distance or a barrier/divider should be used when viewing items.
Gloves are changed and discarded immediately, and hands are cleaned when a task is changed, and after each client, or more often as necessary.

Single-use items, including towels are used, where possible, and discarded immediately after each client.

Food/beverages should not be supplied to clients at this time, unless in extraordinary circumstances (e.g. tattooing on a client who feels faint). Clients should not bring outside food or beverages into the PSS unless required for a medical condition.

Credit/debit/e-transfers with no signature transactions are preferred. Barriers/dividers are used when the two metre/six-foot distance cannot be maintained. ABHR is used before and after each cash transaction.

H. Environmental Cleaning and Disinfection

Work surfaces and equipment are thoroughly cleaned with soap and water before disinfection.

Surface and equipment disinfectants are used after cleaning, and according to the manufacturer's instructions.

Cleaning/disinfection wipes are only used for surfaces and used according to the manufacturer's instructions.

Barriers and dividers must be protective and stable enough to be easily cleaned and disinfected.

Disposable covers are discarded immediately after use. Chairs, head, armrests, squeeze bottles, are cleaned and disinfected between clients.

Frequent and thorough daily environmental cleaning and disinfection is maintained. This includes high touch surfaces such as phones, computers, pens, cash register, credit card machine and door handles.

Washroom surfaces are cleaned and disinfected at least twice a day or as often as necessary.

More information
Operators who need support finding personal protective equipment can contact the provincial government for further information at https://covid-19.ontario.ca/how-your-organization-can-help-fight-coronavirus or 1-888-777-0554.

For more information, visit our Novel Coronavirus COVID-19 or call us at 613-580-6744.