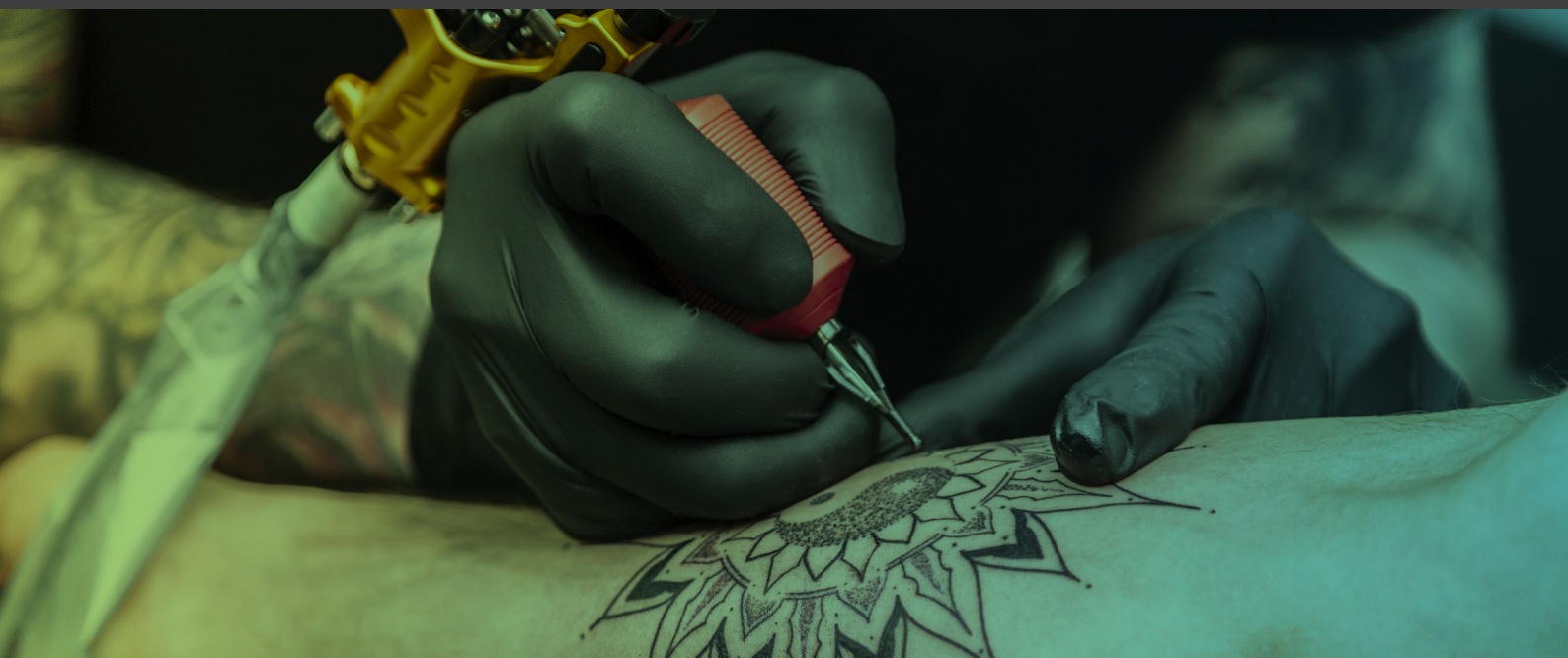




Wollondilly
Shire Council

**SAFE SKIN
PENETRATION
HANDBOOK**





CONTENTS

INTRODUCTION	2
SKIN PENETRATION BUSINESS REQUIREMENTS	3
NOTIFICATION	3
SKIN PENETRATION PREMISES REQUIREMENTS	3
EQUIPMENT	3
REQUIREMENTS FOR ITEMS USED IN SKIN PENETRATION PROCEDURES	4
SKIN PENETRATION PROCEDURES & THE EQUIPMENT USED	5
PROCEDURE FOR CLEANING & STERILISATION OF REUSABLE ITEMS	7
RECORDS OF STERILISATION	8
NEEDLES, SHARPS & OTHER SINGLE USE ITEMS	8
FOOT SPAS	9
SKIN SAFE PERSONAL PROTECTIVE EQUIPMENT & GENERAL SAFETY	11
OTHER CONSIDERATIONS & GENERAL SAFETY	11

INTRODUCTION

SAFE SKIN PENETRATION

Practises that involve skin penetration for decorative, cosmetic, or health purposes have existed throughout time in various forms and applications.

A 'Skin Penetration Procedure' is defined as any procedure (whether medical or not) that involves the penetration (such as piercing, cutting, puncturing, tearing or shaving) of the skin surface or mucous membrane – intentional or otherwise. There is a wealth of medical knowledge to support the risks and dangers associated with practices that involve the penetration of skin. Where precautions are not taken, there is a risk of transferring blood-borne diseases such as hepatitis B, hepatitis C, human Immunodeficiency virus (HIV), and many other bacterial infections can be spread to clients or operators by contaminated equipment, and unhygienic practices and/or premises.

Wollondilly Shire Council's 'Safe Skin Penetration' handbook has been designed for all businesses and operators who carry out skin penetration procedures to help them understand public health legislative requirements that apply to the skin penetration industry in New South Wales, and provide best practise recommendations to assist them to achieve a standard of hygiene and infection control required to protect public health.

Operators and businesses that carry out skin penetration procedures (excluding registered health practitioners) include:

- Body piercers
- Tattooists
- Nail technicians - manicures and pedicures
- Beauticians
- Barbers and hairdressers
- Colonic lavage practitioners
- Unregistered acupuncturists and dry needling practitioners

Laser hair removal is **not** defined as a skin penetration procedure.

The **Public Health Act 2010 and Public Health Regulation 2012** is the legislation that is responsible for regulating the skin penetration industry in NSW. Council Environmental Health Officers are responsible for conducting routine public health inspections of all skin penetration premises to provide education to operators and to ensure that compliance with the legislation is met to protect public health.



Microdermabrasion is a skin penetration procedure

SKIN PENETRATION

BUSINESS REQUIREMENTS

NOTIFICATION

Prior to the carrying out of any skin penetration procedure, the owner of a skin penetration business must notify its local Council in writing of its business details. Operators in Wollondilly Shire Council area can notify its details by completing the 'Public Health Notification Form' (available on Council's website). You should always check with Council that you have development consent to operate as a skin penetration business prior to trade.

SKIN PENETRATION PREMISES REQUIREMENTS

A skin penetration premises must be structurally suitable, appropriately fitted-out and adequately equipped to allow for ease of cleaning and disinfection of surfaces, and to maintain a clean and hygienic environment. The general requirements for a skin penetration premises are:

- The premises must be kept in a clean condition and be maintained in good repair;
- All surface coverings (including, but not limited to the floor, shelves, fittings and furniture) must be constructed of, or covered with materials that are smooth, durable and impervious to moisture and are able to be easily cleaned;
- A hand wash basin (separate to other basins) must be provided within the premises and have a continuous supply of warm, clean water;
- A supply of liquid soap and single-use towel (such as paper towel) must always be available near the hand wash basin;
- An additional, separate sink must be provided for the cleaning of equipment and have an adequate supply of clean hot and cold water delivered through a single spout;
- Adequate lighting, drainage and ventilation must be provided;
- Adequate storage facilities for equipment and items must be provided.

EQUIPMENT

A skin penetration premises must be appropriately equipped for the services and procedures it provides.

- All equipment must be in good working order, be cleaned and dried after use and be kept in a clean and dry condition;
- A sufficient number of waste disposal bins must be provided for the disposal of general and clinical waste generated by the business. Clinical waste (such as needle sharps) must not be disposed of in a general waste bin;
- A supply of disposable gloves, clean linen or towels, and gowns/aprons must be available.



A clean nail technician station with nearby hand washing facilities

REQUIREMENTS FOR ITEMS USED IN SKIN PENETRATION PROCEDURES

All items ('articles') used in skin penetration procedures that penetrates the skin must be clean, and kept in a sterile environment prior to use.

Items that are designed for reuse or reprocessing ('reusable articles') must be thoroughly cleaned, disinfected and sterilised before they can be used again to prevent the transmission of disease from one person to the next.

Any item that penetrates the skin and cannot be adequately cleaned or sterilised must not be reused, and must be single use only. Items that are single use are designed to be used once only.

Businesses that use reusables items that penetrate the skin must sterilise items prior to reuse:

- Using a bench top autoclave which must be used and maintained in accordance with Australian Standard AS 2181-1998 *Sterilizers - Steam - Benchtop*;
- The sterilisation process must be carried out in accordance with Australian Standard AS/NZ 4815-2006 *Office-based health care facilities - Reprocessing of reusable medical and surgical instruments and equipment, and maintenance of the associated environment*;
- At least one person trained in the operation of the autoclave must be present at the time that the autoclave is in operation (if sterilisation is carried out on premises).



Typical Bench top autoclave



UV light cabinet is **NOT** an autoclave and does not sterilise equipment

SKIN PENETRATION PROCEDURES & EQUIPMENT USED

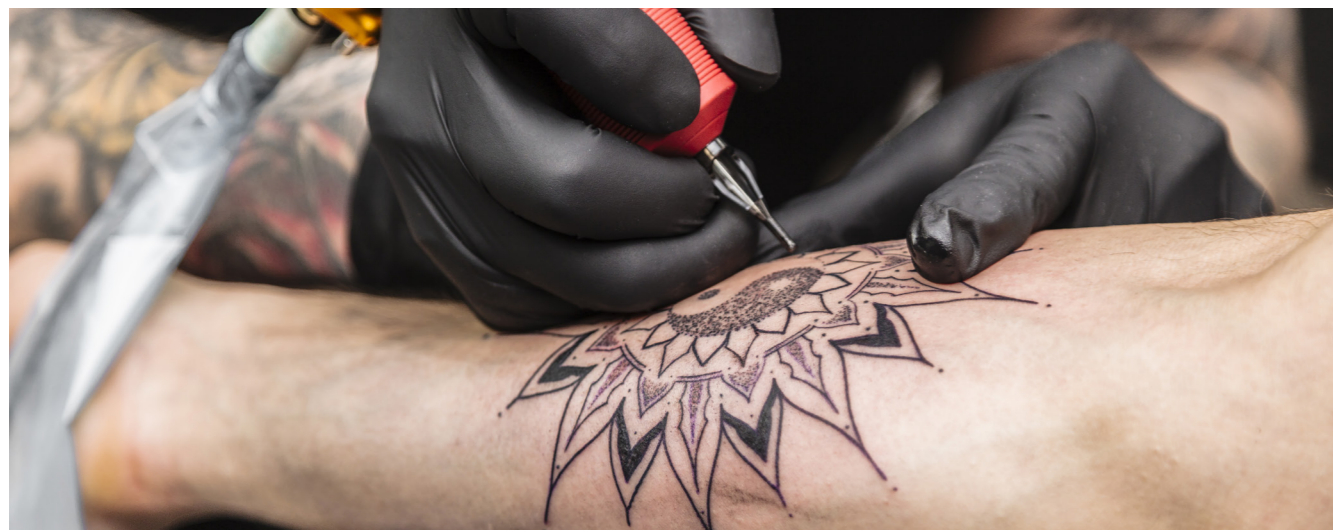
COMMON SKIN PENETRATION PROCEDURES & THE EQUIPMENT USED - WHETHER REUSABLE OR SINGLE-USE

PROCEDURE	REUSABLE	SINGLE-USE ONLY
Acupuncture		Needles
Tattooing (including cosmetic tattoo)	Nozzle, needle bar and barrel	Needles; Cosmetic tattoo: Blade, ink/pigment pots (per client)
Body Piercing	Piercing gun	Needles, Clamps, piercing jewellery (jewellery must be provided in pre-sterilised packets that are opened immediately prior to use)
Manicures/Pedicures	Cuticle cutters, nail scissors, and re-usable drill bits must be sterilised	Nail buffers, bamboo-nail pushers, metal nail files, razor scrapers (callous remover/shaver); should be single use or kept in a labelled individual client pack to prevent re-use between clients
Facial: Microdermabrasion/ Micro Needling	Microdermabrasion heads	Derma roller heads (tiny needles used for micro needling or 'dry needling' procedures)
Waxing		Spatulas (paddle stick applicators), roll-on wax cartridges
Electrolysis		Needles
Colonic Lavage		Speculums and catheters (tubing) – cannot be cleaned or sterilised easily

Note: Any procedure using sharps (such as needles or razor blades) must be provided in pre-sterilised packages which are used immediately after opening, and disposed of in a complying sharps container immediately after use.



Blades used in microblading must be disposed of in sharps container



Tattooist

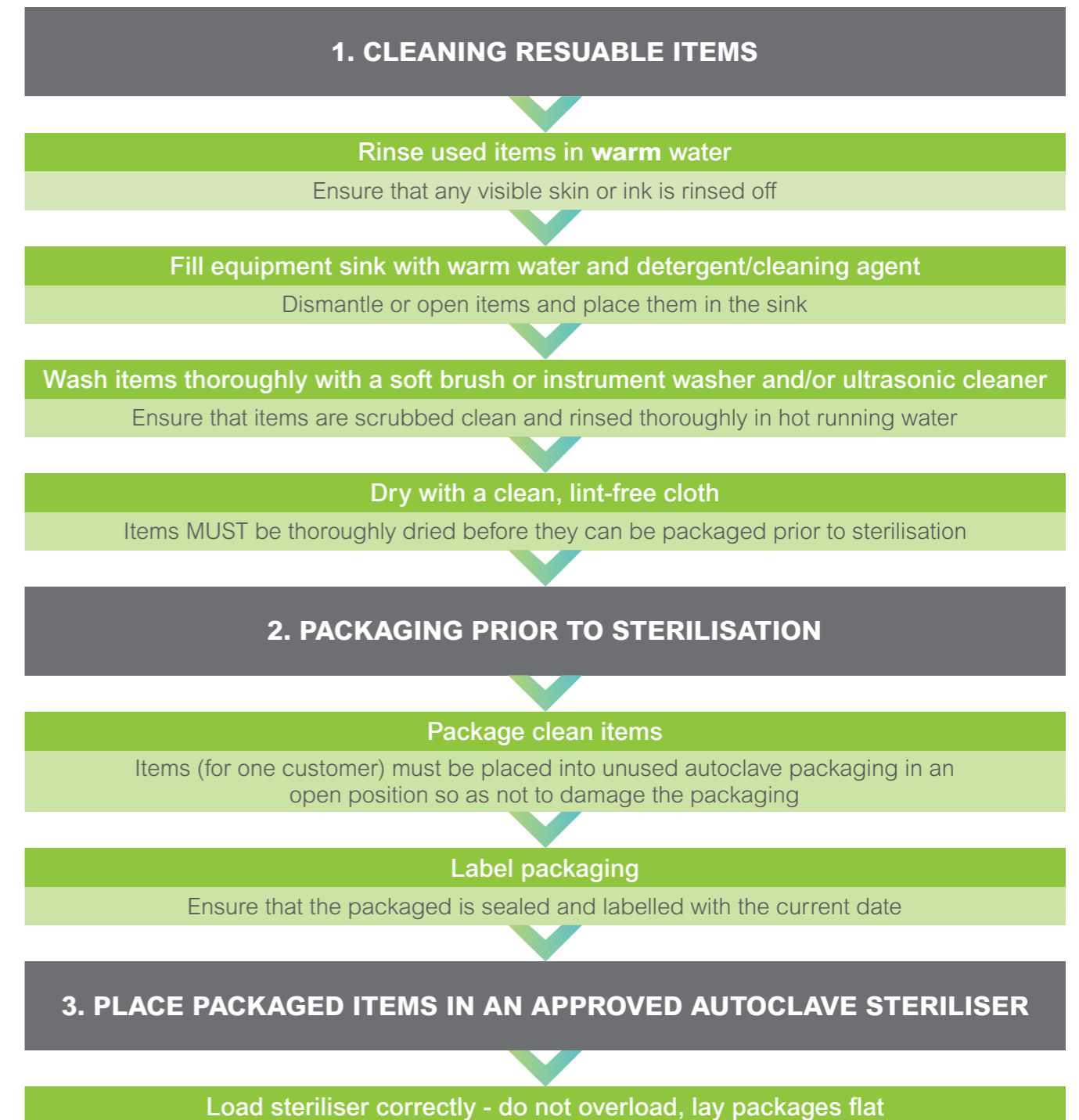


Cuticle cutters must be cleaned and sterilised

PROCEDURE FOR CLEANING & STERILISATION OF REUSABLE ITEMS

Reusable items that penetrate the skin must be cleaned first, before they can be sterilised in a bench top autoclave.

Flow chart for the Procedure for Cleaning & Sterilisation of Resuable Items



PROCEDURE FOR CLEANING & STERILISATION

- Once the steps in the flow chart for the Procedure for Cleaning and Sterilisation of Reusable Items has been followed, the operator must check that the indicator on the autoclave packaging has changed colour or otherwise demonstrates that the autoclave process has been completed successfully;
- Once the items have been sterilised, items must remain in sterile packaging until immediately prior to use;
- Sterile packaged items must be stored in a clean, dry area away from sunlight;
- The autoclave operator must keep the print out (or chemical indicator strip - see below) generated by the autoclave machine as part of the records to be kept on premises. It is a good idea to also include the name of the operator who carried out the autoclaving process, in addition to number and type of items sterilised in each batch;
- Autoclaves must be approved by the Therapeutic Goods Administration; they must also have a printout device to record the cycle parameters (ie. temperature, pressure, time). Otherwise a Class 4, 5 or 6 chemical indicator must be placed in every sterile package for every load;
- Autoclaves must be serviced at least once per year by a qualified technician (documentation of the service must be made available).

A TGA approved autoclave shall operate in accordance with the table below:

TEMP	kPa	mb	Psi	HOLDING TIME (min) FOR STEAM STERILISATION
121	103	1030	15	15
126	138	1380	20	10
132	186	186	27	4
134	203	2030	30	3

RECORDS FOR STERILISATION

A skin penetration business may choose to sterilise reusable articles at their premises, or they may choose to send them off-site (such as at another skin penetration premises that has a complying autoclave). Records of sterilisation must be kept for at least 12 months in either case.

Records that are to be kept for items sterilised at the premises:

- Time and date when each item was sterilised.
- Length of time that the item was sterilised.
- Temperature and pressure levels of the autoclave.

Records that are to be kept for items sterilised off-site:

- Date on which each item was sent off-site for sterilisation.
- The name and address of the person who sterilised the article.

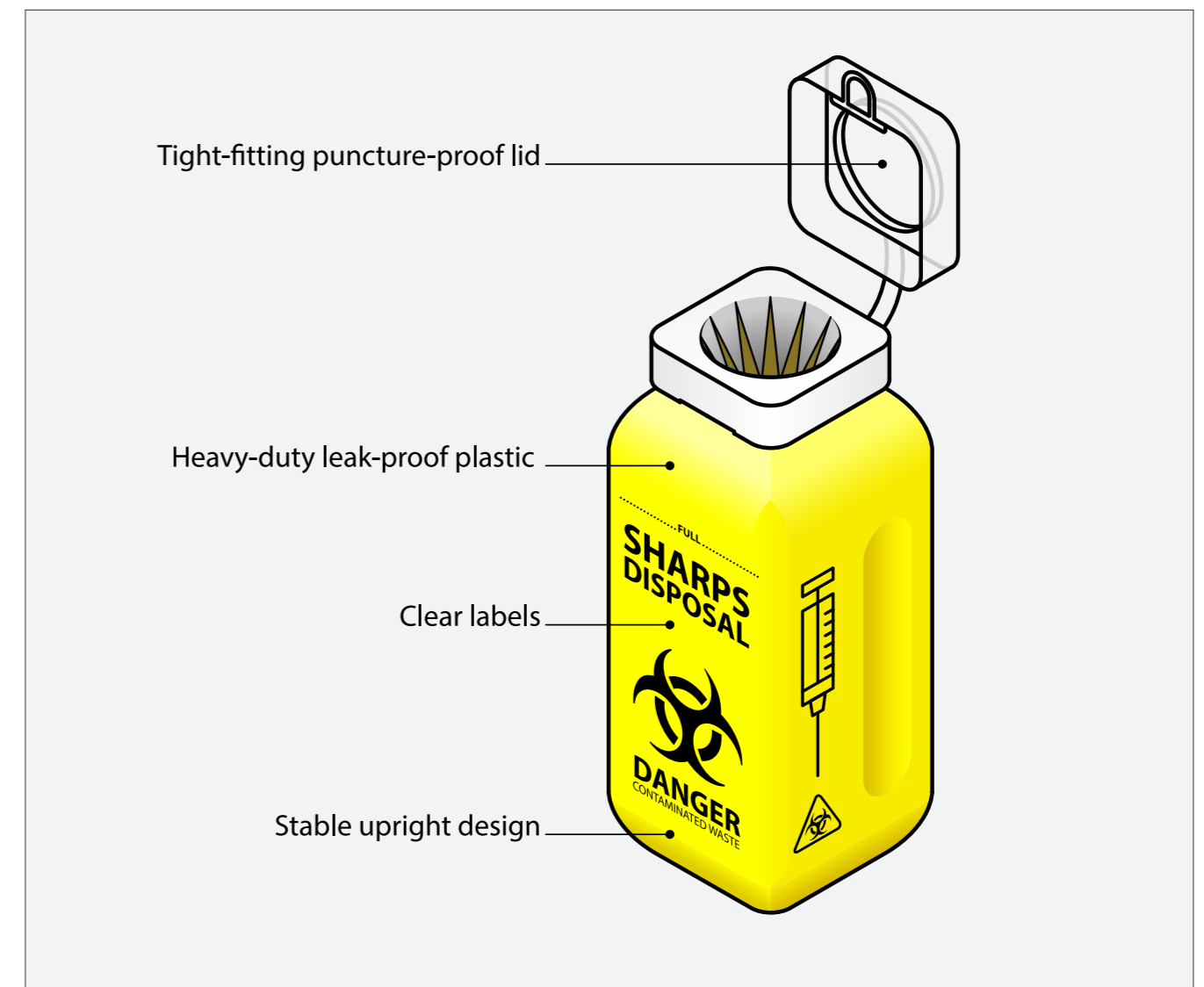
NEEDLES, SHARPS & OTHER SINGLE USE ITEMS

A skin penetration business that carries out procedures that use needles or sharps must ensure that they have appropriate equipment to carry out skin penetration procedures safely.

Prior to carrying out procedures involving needles or sharps, a skin penetration business must ensure that it has an appropriate sharps container that complies with Australian Standard AS 4031-1992: *Non-reusable containers for the collection of sharp medical items used in health care areas*. Clinical waste must be collected and disposed of by a licensed clinical waste contractor.

A person who carries out a skin penetration procedure using a needle, sharp, or other single use item must:

- Not use a needle that has been used;
- Dispose of the needle or non-reusable sharp in the appropriate sharps container immediately after completing the procedure;
- Any item that is manufactured for single use only, must be disposed of immediately after completing the procedure.



Features of a sharps disposal bin

FOOT SPAS

Foot spas need to be thoroughly and regularly cleaned and disinfected to prevent the growth and spread of disease-causing microorganisms. Microorganisms love moist, unclean surfaces, which is why foot spas are an ideal environment to support their growth.

To prevent infectious disease from foot spa use, it is recommended that a single-use disposable foot spa liner be used for each client. Otherwise, the foot spa and its components (ie. filter, screen and inlet jets) must be cleaned and disinfected between each client and at the end of the day. See the below flow chart for appropriate cleaning and disinfection for foot spas.



Typical 'jet' foot spa

Tip# - for new premises considering installing foot spas: consider choosing a foot basin instead; foot basins are provided without inlet jets or filters or other parts, so they can be easily cleaned and disinfected quickly between clients.

Flow chart for the Procedure for Cleaning & Sterilisation of Foot Spas



SKIN SAFE PERSONAL PROTECTIVE EQUIPMENT & GENERAL SAFETY

Businesses must always ensure that they have an adequate supply of personal protective equipment (PPE) available on premises to support safe skin penetration and cleaning practices and to minimise risk of disease transmission. The following practises and items are required:

- Hand washing and good personal hygiene; hands must be washed immediately before and after attending to a client, or before resuming a procedure (such as after answering the phone);
- A supply of clean, disposable gloves must be available and worn by operators during procedures and cleaning of equipment;
- A waste disposal bin in each treatment room and waste removed regularly.
- Wear protective aprons or clothing that are appropriate for the skin penetration procedures carried out (ie. aprons worn by tattooists);
- Handle sharps in a safe manner and ensure that an adequate number of clinical sharps waste containers are available;
- All surfaces, including treatment tables/beds, chairs and benches must be cleaned and disinfected between client use or coverings shall be changed between each client.

OTHER CONSIDERATIONS & GENERAL SAFETY

- Ensure that lids on sharps containers are secured following the skin penetration procedure to prevent sharps from accidentally escaping if dropped or knocked over;
- Operators should consider being vaccinated against Hepatitis B;
- Provide after-care advice or information to clients immediately after a procedure. For some procedures (such as tattooing, microdermabrasion or piercing) it may be more beneficial for operators to provide after-care information in the form of a written 'hand-out' document;
- Keep a record of all client appointments, recording the date and time and details of the procedure performed (ie. female, naval pierced, (jewellery used), 2:30pm 10 July 2021). Collecting the client's name and contact information can assist with infection control investigations in the event of an outbreak.

NEED MORE HELP?

Wollondilly Shire Council's Environmental Health Officers are available to help you with any questions you might have in relation to skin penetration.

It is strongly recommended that operators contact Council's Environmental Health team for further information when operators are designing their premises, renovating or moving into an existing premises.

Contact the Environmental Health Team

- Email council@wollondilly.nsw.gov.au
(Subject: 'Attention: Environmental Health - Skin Penetration - 'insert business name')'
- Telephone (02) 4677 1100 and ask to speak with someone from Environmental Health



www.wollondilly.nsw.gov.au

PO Box 21, Picton NSW 2571 Australia | **E** council@wollondilly.nsw.gov.au | **P** 02 4677 1100