

Updated 08-08-2012

## HEALTH PREMISES

To provide guidance to those involved in the personal care and body art industry to comply with the Public Health and Wellbeing Act 2008 and Regulations.

### What is a Health Premises?

The following health premises are prescribed to be subject to Division 3, Part 6 of the Public Health & Wellbeing Act 2008 in respect of a person conducting a-

- business of beauty therapy
- business involving colonic irrigation
- business of hairdressing
- business involving skin penetration
- business involving tattooing
- business that poses a risk to public health and is a business of a class of business prescribed for the purpose of this section.

Under the Public Health & Wellbeing Act 2008, all health businesses operating in Victoria must register with their local Council.

### Condition of Registered Premises

The proprietor or occupier of the premises must ensure that the premises are kept in a clean, sanitary and hygienic condition.

### General Design & Construction of Premises

Equipment, furniture, fittings, floors and walls should be purpose built or

purchased specifically for the task to be performed. They should be durable, safe and suitable for cleaning and maintenance and constructed of sealed, non porous material. There should be adequate lighting and ventilation throughout the premise. Particular attention should be paid to those areas that are frequently damp such as above, behind and under wash basins. The premise should be planned to provide separate function-specific client and cleaning / sterilising areas. The area of client procedure rooms / cubicles should be no less than 2.5 metres square. The cleaning area should be designed to ensure movement of instruments / equipment in a one way direction from dirty to clean to sterile areas. It should also have sufficient space for good working practices.

### Hand washing facilities

A hand washing facility must be a permanent fixture connected to a supply of warm running potable water and;

- be of a size that allows easy and effective hand washing;
- clearly designated for the sole purpose of washing hands, arms and face;
- located where it can be easily accessed by staff within immediate

procedure areas and immediately adjacent to the toilets or toilet cubicles;

- must be of 'hands-free' operation, for example foot or knee operated or sensor operated, where skin penetration procedures are preformed.

### Equipment sinks

Equipment sinks should be located in the cleaning area for instrument and equipment washing, and;

- must be provided in addition to hair washing facilities and hand washing facilities.
- must NOT be used for washing personal cutlery and crockery eg coffee cups.
- must be a separate sink with hot and cold running water supplied through a single outlet.

### Linen

Paper towel, paper strips or clean linen must be changed between clients. Soiled linen, towels and protective clothing should be placed in a washable, leak-proof receptacle and laundered using hot water (70-80 oC) and detergent.

## Storage

Clean and adequate storage facilities must be provided for the storage of all equipment and linen.

## Waste Disposal

Suitable waste disposal facilities must be available, including;

- plastic bag-lined washable bin with a close-fitting lid marked 'general waste' for waste such as papers;
- plastic bag-lined washable bin with a close-fitting lid marked 'infectious waste' for clinical and related waste such as blood-stained swabs, cotton wool and gloves. This must be disposed of according to Environmental Protection Authority requirements;
- sharps container for collection of sharp medical items involved in skin penetration procedures ie needles and razors.

## Provision of Health Information to Clients

Proprietors conducting a business of tattooing and body piercing must provide information in writing directly to the person about the transmission of infectious disease associated with the processes.

## Client Records

An accurate record should be kept of every procedure carried out on each client and any incident relevant to occupational health and safety regulations.

## Health Guidelines for Personal Care and Body Art Industries

The Department of Health has developed a set of guidelines designed to assist health businesses to comply with the Public Health & Wellbeing Regulations 2009. More information can be accessed on the

Health website: <http://ideas.health.vic.gov.au/guidelines/personal-care-body-art-industries.asp>

## Other Departments

Please be aware that there are a wide range of Shire of Campaspe Departments and other

organisations that may have conditions and requirements that your business must comply with.

Below is a brief list with some of the common departments you may need to contact.

## Statutory Planning (Planning Services)

For issues such as:

- Change of use of a building
- If the business is in an appropriate location
- Permanent signage
- Parking requirements

## Building Services

For issues such as:

- Fire safety
- Disabled access
- Toilet & facility requirements
- Construction standards

## Local Laws

For issues such as:

- Goods on footpaths
- Temporary signage

## WANT MORE INFORMATION?

If you require further information about any matters mentioned in this fact sheet please contact an Environmental Health Officer at the Shire of Campaspe toll free on 1300 666 535

