



Posting and Record Keeping:

- A copy of the ear piercing regulation is present on site.
- Ear piercer registration cards are present for each piercer.
- After care instructions are present and include the following:
 1. Information on the care of the site
 2. Instructions on possible side effects
 3. Information on any restrictions
 4. Instructions to consult a physician if signs and symptoms of infection such as fever, swelling, redness or drainage occur.
- Consent Forms are present and include the following:
 1. Studio name and registration number
 2. The date the procedure was performed
 3. Client's name, address, date of birth and telephone number
 4. Name of ear piercer who performed the piercing
 5. The type, location and description of the procedure
 6. Client's attestation to the fact that they are not intoxicated or under the influence of drugs or alcohol.
 7. Documentation that written information was provided to the client that states that the piercing poses a risk of infection.
 8. **Piercing of minors:** A written notarized consent, with official seal and with the signature of parent or legal guardian, must be obtained prior to the procedure. Parent/guardian's driver's license number or government issued ID number should be recorded on the form.
 9. Records are to be printed or typed in ink prior to the procedure.
 10. Records are to be kept and maintained for 5 years. One year worth should be kept on site and the other 4 can be stored off site.
- Inventory and invoices of pre-sterilized instruments and jewelry by name and date purchased and quantity on hand.

Equipment:

- Antibacterial gel or a handwashing facility. A handwashing facility at a minimum must consist of:
 1. Liquid antibacterial or antimicrobial soap
 2. Single-use paper towels
 3. An insulated five gallon container with a liner type spigot, filled with warm water
 4. Bucket to catch the wastewater
 5. Adequate supply of warm water
- Antiseptic towelette
- Single use disposable marking pen or a surgical marking pen sanitized by design such as an iodine-based or alcohol.
- High level disinfectant (EPA approved).
- Piercing gun