



## Body Arts Studio Plan Review Application Guidance

The State of Tennessee's Body Arts rules require the submission of plans and specifications when new construction, remodeling, or conversion occurs.

Please submit plans at least thirty (30) days prior to initiating construction or remodeling. If you have questions or concerns regarding your Body Arts Studio Plan Review Application, please do not hesitate to contact our office. We are available via email: [environmental@knoxcounty.org](mailto:environmental@knoxcounty.org) or by telephone: 865-215-5200.

### Required Submission Information

1. It is recommended to check local zoning and/or codes enforcement for approval of the desired location for the studio *prior* to submitting plans for review.
  2. A full (bird's eye view) layout of the studio reflecting the following information:
    - All entrances and exits into the studio/space
      - All entrances from the outside must have non-smoking signage posted
    - Location of restrooms
    - Location and types of hand basins, dump and/or mop sinks
      - Hand basins must have a mixing valve that provides hot and cold water
    - Layout arrangement reflecting the locations of the work room hand basin, patron and artist chair(s)
    - Locations of proposed tattoo and piercing equipment and storage areas
    - Finishes for floors, walls, and ceilings
    - Types and locations of lighting
    - Please label all items on layout.
  3. Equipment information:
    - A listing of all equipment used for tattoo or body piercing services, including manufacturer's specifications
    - Type of autoclave\* that will be used  
*\*Autoclaves are required for body arts studios that do not have 100% sterile, disposable equipment.*
  4. Source of water supply and sewage disposal
  5. Type, size, and location of water heater
  6. Copies of both consent and aftercare forms for review.
    - Two separate forms will be required for piercing and tattooing operations
  7. Copies of city and/or county business licenses
- \*\*Please talk to your landlord or realtor if you are unsure about any of the specifications required above.

## Your studio plans have been approved. Now what?

- If you have questions or would like to schedule a walk-through reach out to [camila.almeida@knoxcounty.org](mailto:camila.almeida@knoxcounty.org) and [mollie.houghton@knoxcounty.org](mailto:mollie.houghton@knoxcounty.org) or by calling (865) 215-5200.
- During walk-through, the following will be reviewed:
  - That the location has been built out according to the submitted and approved plans
  - Hot and cold running water
  - Operational surfaces
  - Documents, permits, licenses
  - Flow of work area
  - Work and safety equipment
    - Storage of equipment
  - Ensure the location meets minimum operational requirements (see below):

## Tattoo Studios:

*Please Note: Any person planning to operate a tattoo establishment shall obtain a written application for a permit on a form provided by the local health officer through the local county health department prior to operating a tattoo establishment. A new or initial application is required for tattoo establishments that have not previously been permitted or for instances of ownership change.*

Studios are to be constructed and assembled according to the plans as they have been approved. Omissions or alterations made following plan approval may result in the departments in ability to issue a studio permit.

A permit shall be issued after an inspection of the proposed facility reveals that the facility is in compliance with the requirements of these rules and upon receiving a completed application with applicable fees.

Minimum Operating Requirements can be found on pages 5-9 of the Regulations which you can access here: <https://www.tn.gov/content/dam/tn/health/documents/1200-23-03.pdf>

- Studios must have a licensed tattoo artist on site during operating hours
- All approved hand basins must be stocked with antibacterial soap, single use drying devices and hot and cold running water
- All reusable equipment must be sterilized on site using an autoclave. Tattoo studios must have monthly spore testing conducted through an approved laboratory
  - For autoclave information, please review the Regulations which can be found here: <https://www.tn.gov/content/dam/tn/health/documents/1200-23-03.pdf>

## Tattoo Studios (continued):

- Minimum equipment requirements:
  - A minimum of six (6) sterilized needles
  - Six (6) needle bars
  - Six (6) needle tubes
  - A minimum of one extra package of disposable towels other than the package that is being used

- A minimum of one extra box of disposable gloves other than the box being used
  - An extra supply of bandages, ointment, or gel, and antibacterial soap
- Minimum personal protective equipment (PPE) required while tattooing:
  - Lap cloth worn on the lap
  - Single use, disposable gloves
- Sharps containers:
  - Must be accessible and easy to reach
  - Must be disposed of by an approved biohazardous waste organization
  - Monitor fill lines
- Spill kit:
  - Bottle of bleach
  - Leak proof container
  - Paper towels
  - Gloves
  - Empty spray bottle
  - Helpful but not required: small, disposable broom & dustpan
- Copy of the Law printed and available
- Posted copy of aftercare instructions
- Post all permits and licenses that are applicable by Law including your artist, apprentice, and/or owner licensure

## Piercing Studios:

Minimum Operating Requirements can be found on pages 7-11 of the Regulations which you can access here: <https://www.tn.gov/content/dam/tn/health/documents/1200-23-06.pdf>

- Body piercing studios must be separated from any other services, including tattoo operations
- Studios must have a licensed piercing technician on site during operating hours
- All approved hand basins must be stocked with antibacterial soap, single use drying devices and hot and cold running water
- All reusable equipment such as clamps, receiving tubes, needles, non-sterile (bulk) piercing jewelry, etc., must be sterilized on site using an autoclave. Piercing studios must have weekly spore testing conducted through an approved laboratory
  - For autoclave information, please review the Regulations which can be found here: <https://www.tn.gov/content/dam/tn/health/documents/1200-23-06.pdf>
- Minimum equipment requirements:
  - A minimum of six (6) sterilized piercing needles
  - A minimum of one extra package of disposable towels other than the package that is being used
  - A minimum of one extra box of disposable gloves other than the box being used
  - An extra supply of bandages, ointment or gel and antibacterial soap
- Minimum personal protective equipment (PPE) required while piercing:
  - Single use, disposable gloves
- Sharps containers
  - Must be accessible and easy to reach
  - Must be disposed of by an approved biohazardous waste organization
  - Monitor fill lines
- Spill kit:
  - Bottle of bleach
  - Leak proof container

- Paper towels
- Gloves
- Empty spray bottle
- Helpful but not required: small, disposable broom & dustpan
- Copy of the Law printed and available
- Posted copy of aftercare instructions

### **Piercing Studios (continued):**

- Post all permits and licenses that are applicable by Law including your artist, apprentice, and/or owner licensure
- There is no minimum age for the piercing of minors. However, the Regulations are very specific regarding minor piercing. Note the following:
  - Your minor consent form must be reviewed and approved by the health department prior to permit issuance. Please review the Regulations regarding minor piercing
  - Minor consent forms must be provided mailed into the Knox County Health Department **MONTHLY** to:

Knox County Health Department  
 Attn: Environmental Health Department  
 140 Dameron Ave.  
 Knoxville, TN 37917

### **Be aware of Prohibited Acts!**

*Please Note: If a studio or salon is shared with providers of any other services such as cosmetology, esthetics, etc., the body arts operations must be separate.*

#### **Tattoo:**

1200-23-3-.02 PROHIBITED ACTS

- (1) No person under the age of eighteen (18) years shall tattoo another person.
- (2) No person shall tattoo another person who is under the influence of drugs or alcohol.
- (3) No person shall tattoo another person who is under the age of eighteen (18) years. However, a minor sixteen (16) years or older may be tattooed with the written consent of a parent or legal guardian to cover up an existing tattoo, and a parent or legal guardian of such minor shall be present during the procedure.
- (4) No person shall tattoo any site in which the skin surface exhibits any evidence of unhealthy conditions.
- (5) No person except a duly licensed physician shall remove or attempt to remove any tattoo.
- (6) During all studio operating hours, tattooing shall not be performed unless there is a currently licensed tattoo artist present in the facility.

#### **Body Piercing:**

1200-23-6-.02 PROHIBITED ACTS

- (1) No person under the age of eighteen (18) years shall perform a body piercing procedure on another person.
- (2) No person shall perform a body piercing procedure on another person who is under the influence of drugs or alcohol.

- (3) No person shall perform a body piercing procedure on an individual who is under eighteen (18) years of age, unless the parent, legal guardian, or legal custodian is present and written consent has been given by the individual's parent, legal guardian, or legal custodian in accordance with 1200-23-6-.03. However, the provisions of this subsection shall not apply to an individual who has been emancipated by marriage or by a court order directly pertaining to body piercing.
- (4) No person shall pierce any site in which the skin surface exhibits any evidence of unhealthy conditions.
- (5) No person shall perform a body piercing procedure without a current body piercing technician license.

## General Information:

- Permit Expiration:
    - All body arts permits expire annually on **December 31<sup>st</sup>**
      - Permits **must be renewed no later than January 30<sup>th</sup>** of the following year
      - Fees are not prorated
        - Tattoo Studio Fee \$280
        - Piercing Studio Fee \$70
        - Tattoo and Piercing Apprentice Fee \$140
        - Tattoo and Piercing Artist Fee \$140
        - Studio Owner Fee \$140
        - Temporary artist/studio fee \$50
    - Invoices are mailed, annually, to the address on file in October
      - Please reach out to your county of residence if your address, email or phone number changes.
  - Inspections:
    - Tattoo studios are inspected quarterly (4x per year)
    - Body piercing studios are inspected annually (1x per year)
  - To take on apprentices:
    - Tattoo artists: Must hold a Tennessee state Tattoo Artist license for a minimum of 3 years
    - Body piercing technicians: Must hold a Tennessee state Body Piercing Technician license
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If you have questions or would like to schedule a walk-through in Knox County reach out to [camila.almeida@knoxcounty.org](mailto:camila.almeida@knoxcounty.org) and [mollie.houghton@knoxcounty.org](mailto:mollie.houghton@knoxcounty.org) or by calling (865) 215-5200.

If you are not a Knox County Resident or plan on operating a studio outside of Knox County, please reach out to the Tennessee Department of Health in Nashville at [tn.health@tn.gov](mailto:tn.health@tn.gov). For more information visit <https://www.tn.gov/health/health-program-areas/eh-program/eh-tattoo.html>

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