



**DEPARTMENT OF ENVIRONMENTAL HEALTH CONSUMER
PROTECTION DIVISION**

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CLIENT RECORDS REQUIRED FOR PERFORMING PERMANENT BODY ART

Before performing body art, a completed client history form, medical history questionnaire, informed consent, and acknowledgment of aftercare instructions must be obtained from the client. This information shall be obtained by having the client read, complete, and sign a **Client Informed Consent Form**, a **Medical Questionnaire Form** and an **Aftercare Instructions Form**. These forms shall comply with the standards set forth in The Safe Body Art Act and be approved by the County of Santa Clara Department of Environmental Health (DEH).

In addition to obtaining the forms listed above, the permanent body art permit holder (practitioner, facility owner or operator) is obligated to maintain records for each client. Under the Safe Body Art Act (California Health and Safety Code Section 119303) and Santa Clara County Ordinance Code (Section B11-503), records must include all of the following:

- Client Informed Consent Form which also identifies the type of government issued ID (e.g. passport, driver's license, birth certificate) used to verify the client's identity, age, and current address with the practitioner's, facility owner's, or operator's signature verifying all information is correct, to the best of their knowledge. An original copy of the consent form shall be kept at the facility for a minimum of three years.
- The legal name and proof of valid practitioner registration (e.g. Body Art Practitioner Photo ID Card or FA# and expiration date) of the body art practitioner that performed the body art.
- A copy of the informed consent form, client history form, and aftercare instructions form, signed and dated by both the client and practitioner.
- Documentation related to client that may have been seen by a physician or clinic for any treatment which may be related to the body art procedure that was received.

Client record templates are available for use. DEH recommends that permanent body art facility owners use this template as a guide when developing their own forms used in obtaining records. Forms used must meet the requirements listed here be approved by DEH prior to implementation.

If you have any questions, please contact DEH, Body Art Program at (408) 918-3400. Information is also available on our [Body Art Program website](#).