



CUMBERLAND  
COUNCIL

# Skin Penetration Manual

Environmental Health



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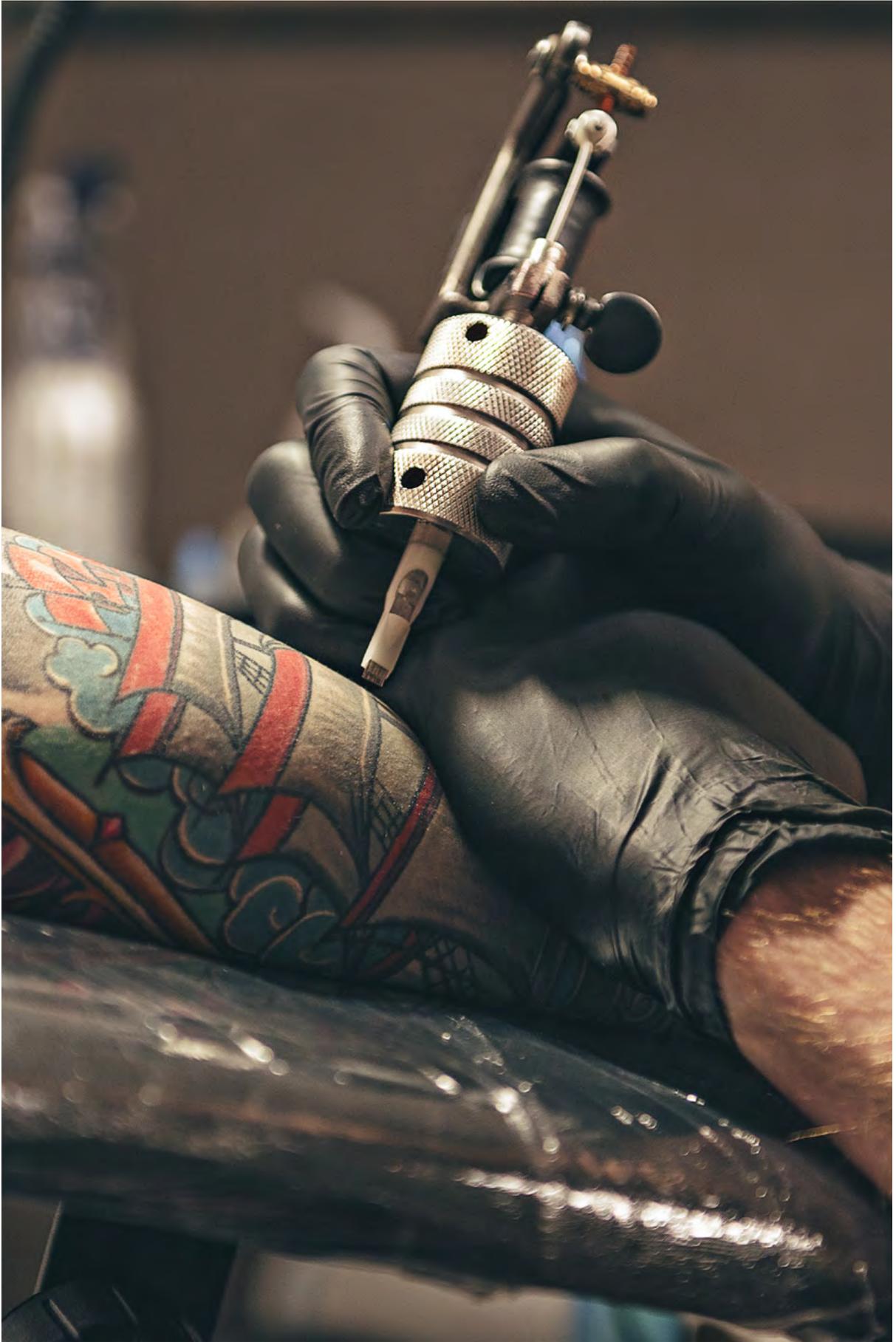
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# Definitions

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The following definitions are applicable in this guideline.

<b>Autoclave</b>	A pressure chamber which uses high temperatures and pressures to achieve sterilisation of equipment
<b>Aseptic procedure</b>	Aiming to eliminate the transfer of harmful microorganisms through the use of non-touch techniques, sterilisation of instruments and skin disinfection.
<b>Bacteria</b>	A single celled organism that is capable of causing disease.
<b>Blood borne virus</b>	A type of virus that can be carried through blood and cause severe disease if transferred
<b>Cleaning</b>	Removing foreign matter/material from surfaces by washing in detergent and warm water (cleaning is to be done prior to sterilising).
<b>Clinical Waste</b>	Human blood, body fluids and tissue and any other material that has been contaminated by these
<b>Decontamination</b>	The removal of micro-organisms and foreign matter from an area, object or person.
<b>Disinfection</b>	The process of cleaning something (especially through the use of a chemical or heat) for the purpose of destroying bacteria
<b>Infection</b>	The state of being infected. This can occur when microorganisms invade the body and multiply causing illness.
<b>Mucous Membrane</b>	Thin sheets of tissue which secretes mucus and line various openings of the body such as the nose, mouth or genitals.
<b>Reusable item</b>	An item designed for reprocessing and reuse (requires cleaning and or sterilisation).
<b>Single use items</b>	Equipment and items designed to be used once only.
<b>Skin Penetration</b>	Any process, intentional or otherwise that involves the shaving, piercing, cutting, puncturing, tearing of the skin or mucous membrane.
<b>Sterile</b>	Free of bacteria or other living organisms



# Introduction

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Skin penetration businesses and operators are required to achieve a set standard of hygiene and infection control to reduce the possibilities of disease transmission. The *Public Health Act 2010* and the *Public Health Regulation 2012* outline the standards for skin penetration procedures being carried out by people who are not registered health professionals.

This manual is aimed to help people working/involved in skin penetration related industries and provides a quick overview to support those involved to comply with the relevant legislative and best practice requirements.

The manual should only be used as a tool and reference for people involved in the industry and does not replace industry-specific guidelines, Acts and Regulations. People involved include but are not limited to shop operators, staff, students and Environmental Health Officers.

## What is skin penetration?

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Skin penetration refers to any process that involves the penetration of the skin or mucous membrane and is commonly carried out for decorative, health or cosmetic purposes.

Below are some common skin penetration procedures that are covered under the *NSW Public Health Act 2010*.

PROCEDURE		RISK
<b>Acupuncture</b>	Acupuncture is a traditional Chinese medical practice which involves inserting fine needles into the skins pressure points to encourage and facilitate healing.  NOTE: Acupuncturists who are registered with the Australian Acupuncture and Chinese Medicine Board (AACMB) are not regulated by Council. All unregistered acupuncturists are still regulated by Council.	Blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and human immunodeficiency virus (HIV).  <b>EQUIPMENT REQUIRING STERILISATION</b>  The needles used must be sterile disposable fine needles (around 0.2mm wide).



<p><b>Tattooing</b></p>	<p>A form of body modification which includes inserting ink, dye and pigments into the skins dermis layer to change the pigmentation. This procedure is most commonly performed using an electric tattoo gun which inserts small needles into the skin whilst also dispensing the ink.</p> <p>NOTE: Tattoo premises must be registered with NSW Fair Trading and must comply with the requirements of the <i>Tattoo Parlour Act 2012</i>.</p> <p>NOTE: When purchasing inks, ensure the product is safe and legal to use in NSW.</p>	<ul style="list-style-type: none"> <li>• Skin infections such as staphylococcus and tuberculosis;</li> <li>• Blood borne disease including hepatitis B, hepatitis C, HIV and tetanus from non-sterile tattoo needles; and</li> <li>• Allergic reactions to ink.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• The nozzle;</li> <li>• Needle bar; and</li> <li>• Barrel.</li> </ul> <p>NOTE: Needles used for tattooing must be single use only, and must be disposed of into a sharps container after use.</p>
<p><b>Body Piercing</b></p>	<p>The action of piercing a hole in a part of the body for the purpose of fixing a piece of jewellery. This can be done using a needle or a piercing gun.</p>	<p>Skin Infection and blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and HIV.</p> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Clamps;</li> <li>• Piercing jewellery; and</li> <li>• Needles.</li> </ul> <p>NOTE: Jewellery and needles that pierce the skin must be in pre-sterilised packages which are opened immediately before use. Needles used for body piercing must not be reused and must be disposed of into a sharps container immediately after use.</p>



<p><b>Colonic Lavage</b></p>	<p>A procedure that involves cleansing/flushing out the colon using filtered and temperature controlled water which enters and exits through tubing and a rectal catheter.</p>	<ul style="list-style-type: none"> <li>• Blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and HIV; and</li> <li>• The rupture of internal body parts caused by incorrect water pressures/equipment use.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Speculums and catheters.</li> </ul> <p>NOTE: Speculums and tubing must not be reused as they are difficult to clean and re-sterilise.</p>
<p><b>Hair Removal (Waxing)</b></p>	<p>The removal of hair through the use of wax which is spread onto the skin. If hard wax is used, the wax is allowed to cool before being ripped off the skin in the direction of the hair growth. If soft wax is used, a cloth (wax strip) is placed on the wax and this is then ripped off. This action removes the hair from the root, providing the client with temporary hair removal.</p> <p>NOTE: Laser hair removal is not considered to be a skin penetration activity.</p>	<ul style="list-style-type: none"> <li>• Skin infection and sexually transmitted infections (STIs).</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Items used for waxing including wax applicators must be single use.</li> </ul> <p>NOTE: Roll on wax applicators that recycle wax back into the device must be single use only.</p>
<p><b>Nail Treatments (manicures/ pedicures)</b></p>	<p>This treatment commonly includes filing, shaping, pushing, clipping of the nail and skin around it for cosmetic purposes. Cuticle cutting is a skin penetration activity which involves cutting the excess skin around the cuticle using a cuticle cutter.</p>	<ul style="list-style-type: none"> <li>• Skin infections such as but not limited to hepatitis B and C; and</li> <li>• Fungal nail infections.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Nail pushers; and</li> <li>• Cuticle cutters.</li> </ul> <p>NOTE: It is best practice to also sterilise nail clippers and drill bits. Further, nail files and buffers should be given to the client after treatment to keep or client packs made up to ensure these items are not used between clients.</p>

<p><b>Micro pigmentation/ Cosmetic Tattooing (semi-permanent make up)</b></p>	<p>A form of temporary cosmetic tattooing used to enhance the appearance of eyebrows, lips and cheeks. The procedure involves the use of a 'tattoo hand-held implanter' to insert small particles of pigment beneath the skins surface (dermis layer).</p>	<ul style="list-style-type: none"> <li>• Skin infection and blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and HIV.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Sterile single use needles and blades must be used only.</li> </ul>
<p><b>Microdermabrasion</b></p>	<p>The removal of the top layer of the skin by buffing the outermost layer of the skin with crystals or a diamond tipped wand for the purpose of rejuvenation.</p>	<ul style="list-style-type: none"> <li>• Skin infections and blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and HIV.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Microdermabrasion heads.</li> </ul>
<p><b>Electrolysis</b></p>	<p>Electrolysis is a type of permanent hair removal which involves the insertion of a fine probe into the hair follicle and the application of current (using radio waves or direct current or both).</p>	<ul style="list-style-type: none"> <li>• Skin infection and blood borne diseases such as hepatitis A, hepatitis B, hepatitis C and HIV.</li> </ul> <p><b>EQUIPMENT REQUIRING STERILISATION</b></p> <ul style="list-style-type: none"> <li>• Needles used to probe the hair follicle must be single use and pre-sterilise.</li> </ul>



### Other skin penetration procedures include:

- Dermal anchors
- Cut throat razor blading
- Tongue splitting
- Suspension
- Sub dermal implants
- Micro needling

- Dermal fillers (botox/lip injections), eye ball tattooing and platelet rich plasma (PRP) procedures can only be carried out by licenced medical practitioners; and
- Topical anaesthetic/numbing creams cannot be supplied by a business – the customer must buy their own from a pharmacy and bring it to their procedure.

## Skin penetration related infections

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Carrying out skin penetration activities such as the ones listed above damages the skin which can allow blood-borne viruses and a range of bacterial and fungal infections to be transmitted from one client to another via contaminated equipment and surfaces. Common **blood-borne viruses** include hepatitis B, hepatitis C and HIV. **Bacterial and fungal infections** can include to warts, herpes, ringworm, impetigo and tinea.

*Table 1: Potential reasons infection occurs in skin penetration premises*

INFECTION MAY OCCUR IF:
Operators do not maintain strict hygiene standards
Operators share equipment/materials between customers
Re-usable equipment/instruments are not properly cleaned and sterilised
Sterile equipment is placed on non-sterile surfaces or incorrectly stored
Premise is not maintained to an appropriate standard of cleanliness
Single use items are not disposed of after use

# Cumberland Council's skin penetration program

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Under the *Public Health Act 2010*, the local government authority has the responsibility to take all appropriate actions to ensure compliance with the requirements for premises on which skin penetration procedures are carried out on. Council is committed to maintaining the health and wellbeing of our community and visitors to our area through monitoring skin penetration businesses. Council achieves this by completing routine health inspections of all registered skin penetration businesses within the local government area annually.

## Business notification

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Section 32 of the *Public Health Regulation, 2012* requires all skin penetration businesses to register their business details and contact information with Council. Cumberland Council's website [www.cumberland.nsw.gov.au](http://www.cumberland.nsw.gov.au) contains a Registration Form which is to be completed and submitted to Council prior to the start of operation.

Under the *Public Health Regulation, 2012*, Council is required to maintain a register of all skin penetration businesses carrying out skin penetration procedures within our area. The register must include the following information:

- the address and telephone number of the premises;
- the name and contact details of the occupier of the premises;
- the Australian Business Number (ABN);
- the type of skin penetration procedures carried out at the premises; and
- details of any inspections carried out by the local government authority for the purposes of the Act

Mobile skin penetration businesses must register with the local government authority in the area which the business owners live. For example if you run a mobile skin penetration business and live in the Cumberland Council area you must register your business with Cumberland Council.

## Fees and charges

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The *Local Government Act, 1993* enables Council to charge local skin penetration businesses an annual fee. All fees and charges are formally adopted by Council prior to the beginning of each financial year and are specified in the adopted fees and charges found on Council's website [cumberland.nsw.gov.au](http://cumberland.nsw.gov.au)

# Authorised Officers

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Council's Environmental Health Officers are known 'Authorised Officers' and generally hold formal qualifications in Environmental Health or related disciplines.

Officers are responsible for carrying the routine health inspections of the skin penetration premises within their local government area. During an inspection, they will discuss any relevant skin penetration legislation and offer professional advice to shop operators and their staff. If a skin penetration business does not comply with legislative requirements then Council may initiate formal action to remedy the situation.



# Inspections

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During the routine health inspections Councils officers will assess the operation of the skin penetration procedures at the business to ensure that the premise is suitably equipped for the procedure/s being carried out.

Council's Environmental Health Officers will also ask a number of questions and observe daily practices such as but not limited to the following:

- **Autoclave:** Officers will request records of autoclave use, including date, time, and number of items processed, duration, max temperature, and max pressure. Ensure your autoclave is not overloaded and all instruments are placed in an open position with only one item per sterilising pouch. The autoclave must be serviced regularly and calibrated at least once a year by a qualified service technician. All records are to be kept on site for 12 months;
- **Single use items:** Check that all single use items such as needles, wax strips and wax rollers remain single use ONLY and that you have suitable sharps containers to dispose of these items;
- **Re-usable items:** Check that all reusable equipment is being thoroughly cleaned first (i.e. scrubbing, washing, or using an ultra-sonic cleaner) and then sterilised in an appropriate manner (i.e. autoclaved as per above);
- **Staff Hygiene:** Staff hygiene habits will be checked including that staff have access to a hand wash basin with warm running water, liquid soap, single use paper towels, which is unobstructed and shows clear signs of being used for hand washing purpose only;
- **Waste Disposal:** Waste/sharps disposal methods will be checked. Ensuring that a sharps container which complies with either *AS/NZS 4261:1994 Reusable containers for the collection of sharp items used in human and animal medical applications* or *AS 4031-1992 Non-reusable containers for the collection of sharp medical items used in health care areas*, the appropriate standard would depend on whether the sharps are reusable or single use;
- **Toilets:** Officers will assess the toilet facilities used by staff working at the business; and
- **Personal Protective Equipment (PPE):** Officers will check that the premise has disposable gloves, linen, gowns, aprons suited to the skin penetration procedure being carried out; and
- **General Construction:** Ensuring the premise is appropriately constructed to facilitate the procedures carried out.

Council's Environmental Health Officers will carry identification at all times and are able to provide proof of identification if requested by the businesses owner. Occasionally Council will receive complaints which they must act upon and every effort is made to ensure the legitimacy of complaints prior to visiting a skin penetrations business. In the event of a complaint, council will inform the business owner of the reason for the inspection.

Business owners and their staff are encouraged to ask the Council Environmental Health Officer questions at the time of the inspection, to help Council work with you on any issues you may have.

# Requirements for skin penetration premises

## Premise:

During the planning and construction phase of a new skin penetration premise careful consideration must be taken to ensure the processing environment is suitable for the proposed activities. The processing area includes any workbenches, sinks and other structural items necessary to carry out the skin penetration procedure – refer to Figure 3 on page 14 for an example of a good processing set up.

The premise must be structurally suitable for the activities being carried out and must comply with the requirements of the *Public Health Act 2010*, *Public Health Regulation 2012* and the *Local Government (General) Regulation 2005*.

Certain procedures require special consideration with regards to planning and design/construction requirements. For example; premises performing colonic lavage treatments must ensure there is a toilet within close proximity to the treatment area to be used by the client.



Good example of a treatment room with smooth impervious surfaces, clean single use linen and a hand wash basin equipped with soap and paper towel.

Figure 1: Requirements for the construction and fit out of a skin penetration premises

#### **ADEQUATE BENCH SPACE TO SEPERATE CLEAN AND DIRTY EQUIPMENT**

- Separate to client treatment area;
- Separation of cleaning and preparation areas; and
- Adequate to fit a bench top steriliser and other required equipment.

#### **SUFFICIENT LIGHTING AND VENTILATION**

- Areas where procedures are carried out are to be appropriately lit and ventilated as required for the specific procedure being carried out.

#### **ADEQUATE STORAGE SPACE FOR MATERIALS AND EQUIPMENT**

- Materials and equipment (especially those that have been sterilised) must be stored appropriately in a clean and dry space).

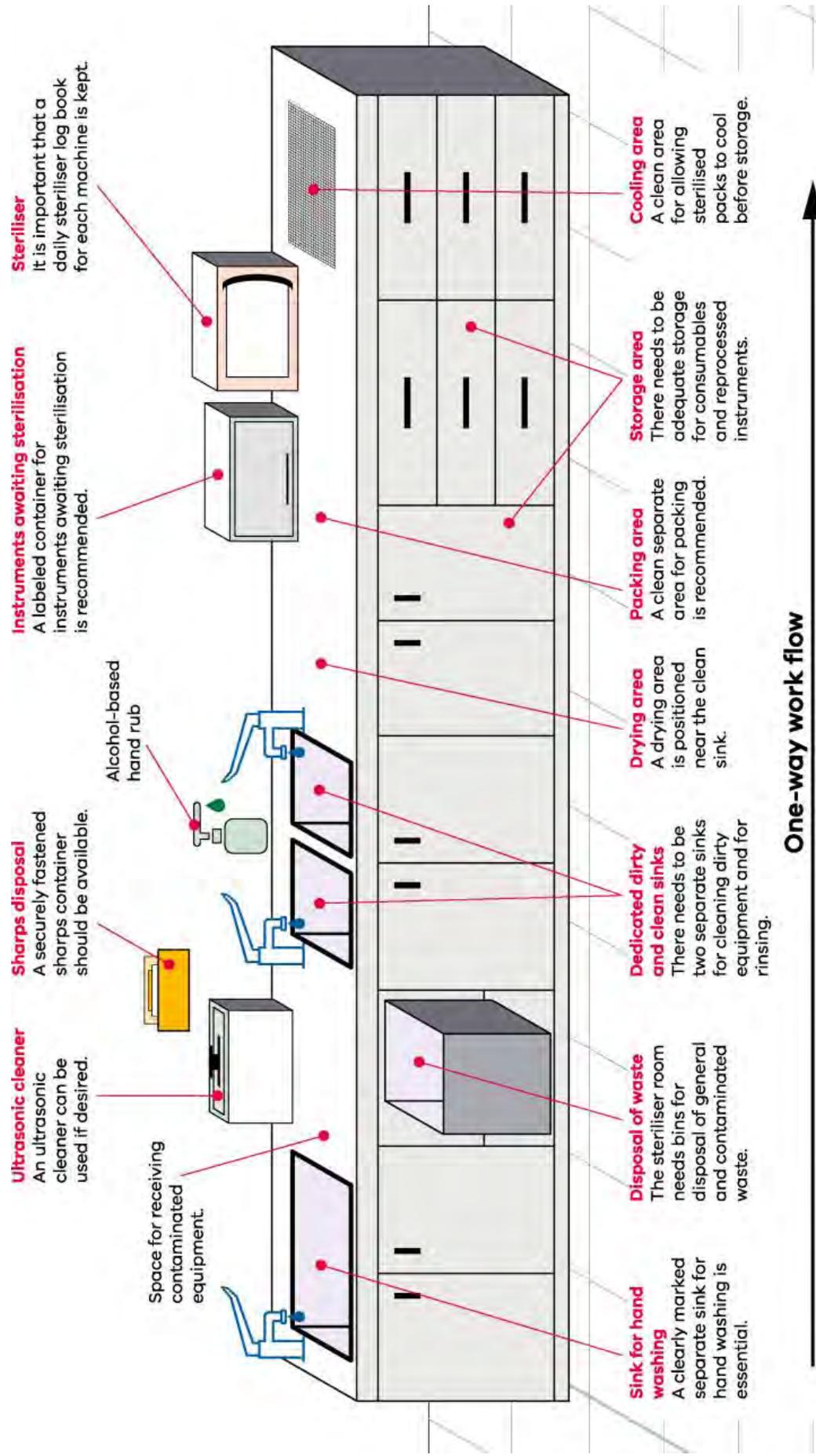
#### **SEPERATE SINKS FOR HAND WASHING AND EQUIPMENT REPROCESSING**

- Premise must have at least two sinks; one for hand washing and one for cleaning of equipment;
- Sinks are to be supplied with hot and cold water from a common spout;
- Hand wash basin must be supplied with liquid soap and paper towel at all times; and
- There must be a hand wash basin within the immediate area where the procedure is taking place.

#### **SMOOTH AND IMPERVIOUS SURFACES**

- Floors, floor covering, walls, ceilings, shelves, fittings and furniture in a skin penetration premise must be smooth, impervious to facilitate easy and effective cleaning.

Figure 2: Requirements for the construction and fit out of a skin penetration premises



For new skin penetration premises, prior to registering your business or commencing any work you must discuss your planning proposal with Councils planning and environmental health departments and obtain relevant development consent approval.

# Waste

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A waste disposal bin must be provided for the disposal of the general and clinical waste produced by the business. A different bin must be used for each type of waste. Clinical waste must be removed by an approved waste contractor.

## Use of sharps/needles

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Needles and sharps are commonly used in various skin penetration procedures and are linked with staff and client exposure to blood borne diseases. It is important that staffs are aware that needles and sharps are NOT to be reused between skin penetration procedures. The sharps used must be disposed of **immediately** after use.

### Sharps Disposal

Sharps such as single use needles, syringes, scalpel blades and other sharp items must be disposed of into an appropriate sharps container which is regularly emptied by a licenced waste contractor. The sharps container must be labeled and puncture proof, in line with the requirements set out in *AS/NZS 4261: 1994 Reusable containers for the collection of sharp items used in human and animal medical applications* or *AS 4031-1992 Non-reusable containers for the collection of sharp medical items used in health care areas*.

### LEGISLATIVE REQUIREMENTS

**Public Health Regulation 2012 – Clause 25 (1)** – if a skin penetration procedures that involve the use of sharps are carried out at the premise, there must be an appropriate sharps container at the premise.

Sharps containers must not be filled past the indicated three-quarter full mark.





# Cleaning

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Cleaning is important in all premises carrying out skin penetration activities as it is the first step of effective infection control. Cleaning includes ensuring equipment and work surfaces are suitable for the purpose and maintained free of organic materials such as blood and body fluids, as well as dirt and dust. All businesses should have a written cleaning policy to assist with maintaining an appropriate standard of cleanliness (refer to Appendix 2: Cleaning schedule).

## Equipment wash

1. Rinse off any visible blood and body fluids with warm running water;
  2. Dismantle /open all items as much as possible for cleaning;
- Fill the sink with warm water and with the required cleaning agent (approved by the manufacturer). Usually a neutral pH or mildly alkaline solution is used. Mildly acidic solutions may damage some instruments;
  - Place in the sink;
  - Wash/scrub all surfaces under water with a soft brush, remove stubborn staining by using a non-abrasive scouring pad or soaking in an approved stain-removing solution;
  - Some instruments should be cleaned using an instrument washer and/or an ultra-sonic cleaner;
  - Rinse in warm to hot running water; and
  - Dry all items using a drying cabinet or with a lint free cloth (Instruments must be properly dried prior to being stored away in a clean and dry space).

## Linen

Disposable bedding, garments and towels must be made available for each client. Used linen is to be removed from treatment rooms between clients and laundered or disposed of appropriately.

Laundered linen is to be kept in a separate designated linen cupboard to avoid contamination.

## Wax Pots

Wax pot must be cleaned regularly, and wax must be clear, clean and free of contaminants such as hair. Spatula left on waxing pot suggests double dipping.

## Foot Spas

Foot Spas must be cleaned thoroughly to inhibit the growth of micro-organisms; they should be cleaned and disinfected between each client and at the end of the day.

It is recommended that the spa is soaked using disinfectant overnight once a week.

Alternatively, a single-use disposable spa liner can be used but must be disposed of and replaced for each client.



Foot spas are lined with single use liners that are replaced between each client.

**NOTE:** Foot spas are still required to be drained and cleaned with a cleaning agent despite liners being single use.

## Disinfection

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Disinfection is a process used to reduce the number of harmful micro-organisms but may not necessarily kill all of them.

### **Hospital Grade Disinfectant**

The premise must have a hospital grade disinfectant that can be used to clean re-usable equipment and other areas throughout the shop.

Figure 3: Steps for cleaning/sterilisation of equipment



# Sterilisation

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Sterilisation is the process of killing all micro-organisms including the spores. All equipment used to penetrate the skin must be sterilised.

If re-usable items that penetrate the skin are used they must be appropriately cleaned and sterilised. A benchtop steriliser (**autoclave**) must be available to sterilise the re-usable equipment and must be 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 4815-2006 *Office-based health care facilities - reprocessing of reusable medical and surgical instruments and equipment, and maintenance of the associated environment*.

All autoclaves should be serviced annually by a qualified technician; the images below show a serviced autoclave with the service sticker provided so that proprietors are reminded when their next service date is due.

Autoclave service reports are to be kept on site and presented to an Authorised Officer upon request.

**DO NOT** use the following to sterilise:

UV cabinets, boiling water, ultrasonic cleaners, soaking, pressure cookers, disinfectants and microwave ovens.



## Steam Sterilisers

Steam sterilisation is achieved when a specific heat and moisture is maintained for a set temperature, as seen in the below table (table 2).

Each steam steriliser is designed differently and the operator must ensure that the manufactures instructions for operating the steriliser are followed.

An operation manual must be readily available and on site at all times.

INTERNATIONAL TEMPERATURE PRESSURE-TIME RELATIONSHIP FOR STEAM UNDER-PRESSURE STERILIZATION				
°C	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

Table 2: Temperature, pressure and time relationship for steam under-pressure sterilisation

# Equipment reprocessing

The *Public Health Regulation 2012* requires that all re-usable items and instruments used for skin penetration procedures are cleaned and sterilised. The level of disinfection and sterilisation will depend on the surfaces or instruments likelihood to pose a risk of infection. The best way to control infections during skin penetration procedures is to use single use or sterile items.

LEVEL OF RISK	INTENDED USE	EXAMPLE	PROCESS	STORAGE
HIGH	For equipment that will penetrate the skin, enter into a sterile cavity or blood stream	<ul style="list-style-type: none"> <li>• Cuticle cutters</li> <li>• Diamond microderm-abrasion heads</li> <li>• Nail pushers</li> <li>• Tattooing needles</li> </ul>	Sterilisation by steam steriliser	Storage in packages that maintain sterility and are kept dry and free of dust.
MEDIUM	For equipment that will come into contact with mucosa or non-intact skin	<ul style="list-style-type: none"> <li>• Pennington forceps (for clamping nostrils, navels, etc.)</li> <li>• Piercing gun</li> <li>• Nail cutters</li> </ul>	Disinfection with hot water and detergent or hospital grade disinfectant  <b>NOTE:</b> Sterilisation is preferred for these items where possible	Store in clean, dust-free environment
LOW	For equipment that will come in contact with intact skin	<ul style="list-style-type: none"> <li>• Spatulas</li> <li>• Nail buffers/ files</li> <li>• Make up brushes</li> </ul>	Cleaning with detergent and hot water	Store in clean, dry, dust-free environment

Table 3: Level of cleaning required based on risk

# Autoclave use

Each premise should have a procedure in place detailing the sterilisation process, including proper use of autoclave and storage of sterile items.

## Packaging sterilisation pouches:

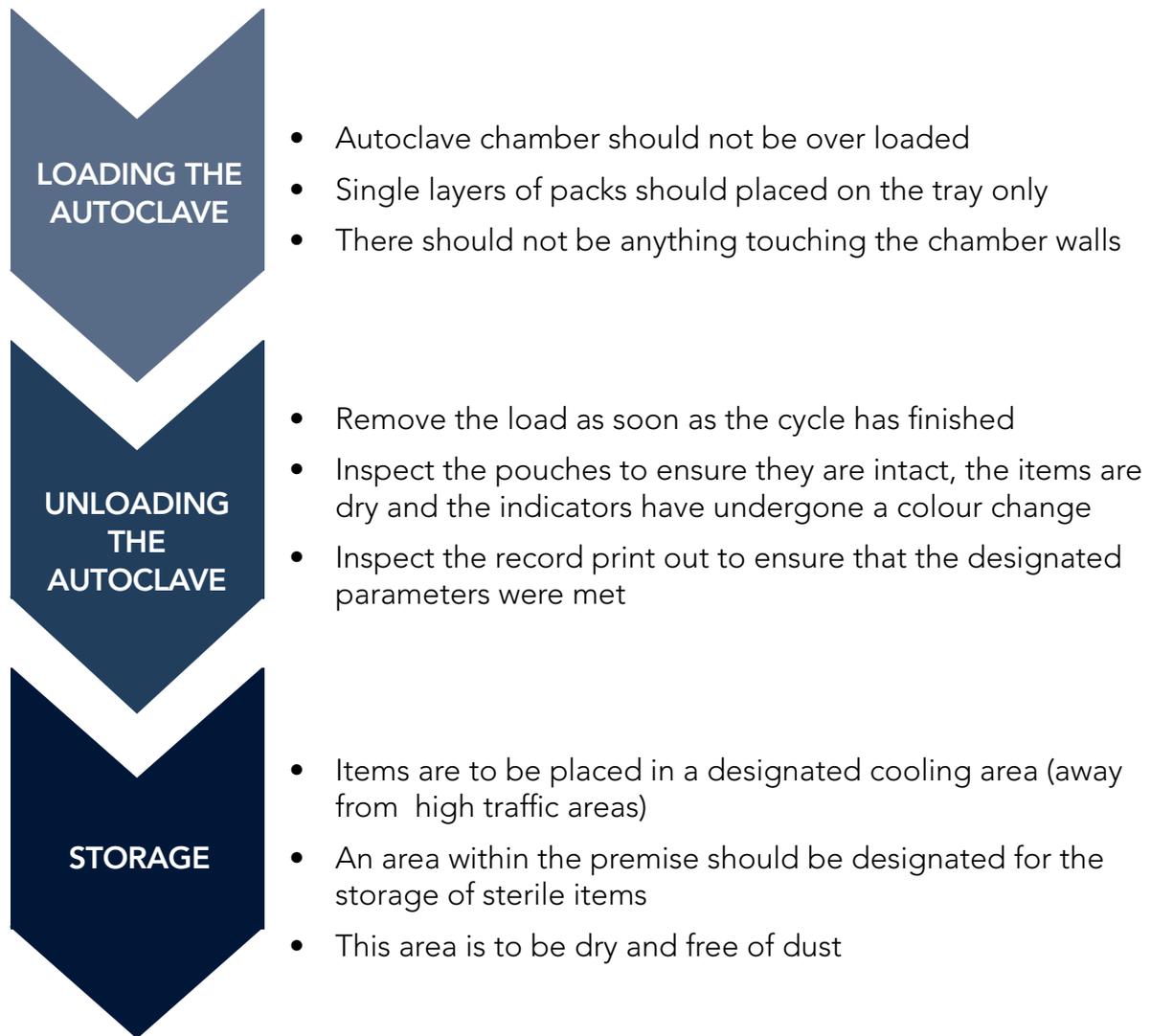
1. Clean and dry equipment in accordance with the equipment washing process on page 18;
2. Dismantle/open all equipment prior to packing;
3. Label the package with the date of sterilisation, operator ID, batch number and sterilisation ID;
4. Pack should be sealed prior to being sterilised; and
5. Only one instrument is to be used per pack.



One microdermabrasion head placed in a single pack.

Cuticle cutters not opened prior to being placed into pack and there is more than one instrument per pack.

Figure 4: Process for Autoclave use



*DO NOT stack packs on top of each other or have more than one instrument per pack.*

# Record keeping

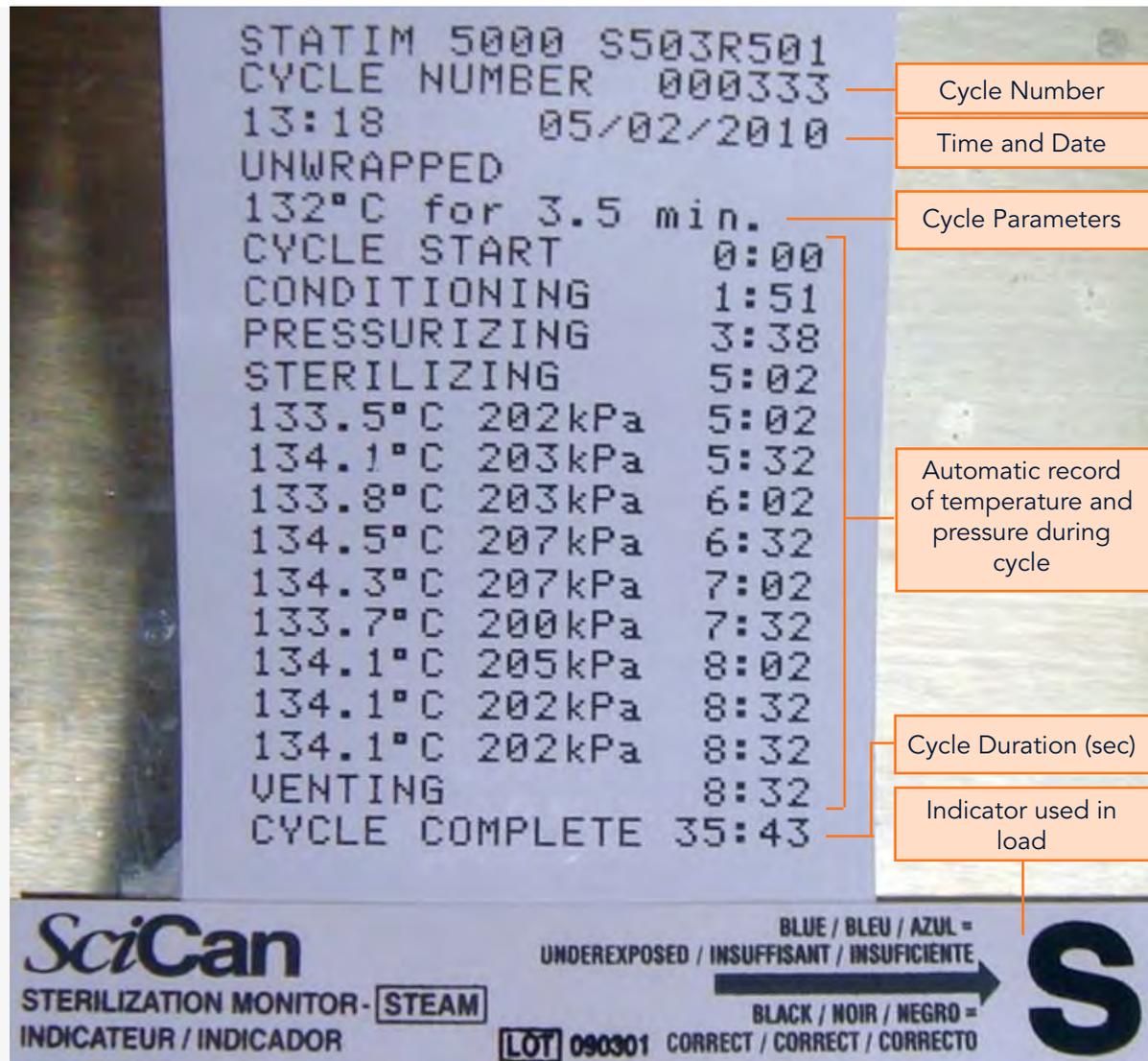
It is a requirement that skin penetration premises keep records of sterilisation for reusable instruments on-site for 12 months and made available to an Authorised Officer upon request.

The following information is required:

- Time and date the item was sterilised;
- The length of time the equipment was sterilised; and
- The temperature of the pressure of the autoclave.

It is also a recommendation for businesses to keep records of clients. Details such as names, addresses, phone numbers, type of procedure and time/date of procedure.

If reusable equipment is taken off site to be sterilised the *Public Health Regulation 2012* requires that records be kept which outline the date on which each individual piece of equipment was taken off site for sterilisation and the name and address of the person responsible for the sterilisation. This information must be kept for at least 12 months.



# Single use item

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Single use items can be used as an alternative to re-usable items which require cleaning and sterilising. Single use items must only be used ONCE and then disposed of appropriately. The item is to be replaced between each client and whenever necessary during the procedure.



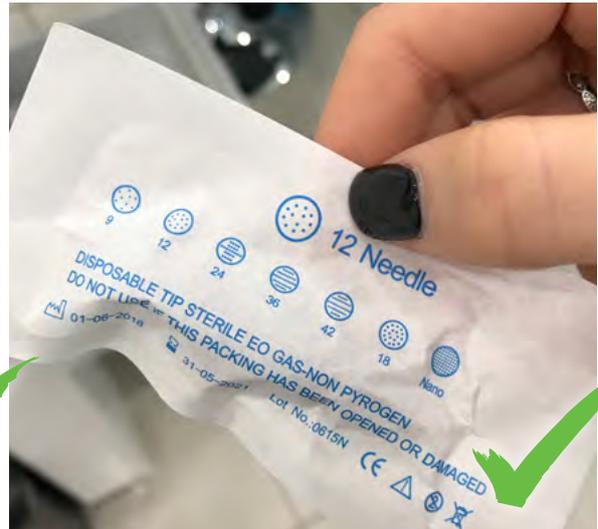
*Single use items stored in a clean manner*



When using wax in a skin penetration procedure it is important to note that the wax and any instrument used to apply the wax must be disposed of between uses.



Disposable single-use needle



Package indicates that this needle is sterile.

### Use of inks/pigments

Inks and pigments must be decanted into smaller single use containers or caps and these are to be single use ONLY and disposed of after use.

Under the *Public Health Regulation 2012 Cl 29*, inks and pigments must be decanted into single use containers



# Personal hygiene

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All staff carrying out skin penetration procedures must be mindful of their personal hygiene for the purpose of protecting both the client and themselves. Good personal hygiene and protective equipment assists in minimising risks associated with carrying out skin penetration activities.

**Under the *Public Health Regulation 2012 Cl 28*, a person carrying out a skin penetration procedure must wear the appropriate protective equipment.**

## **The person carrying out a skin penetration procedure must:**

- Wear single use gloves that have not been worn previously for another procedure; and
  - Wear a clean gown or apron (the gown must be impervious if carrying out colonic lavage).
- Gloves must be disposed of immediately after use; and
  - Gloves must be sterile if the person needs to touch sterile parts of equipment (e.g. if jewellery needs to be manually threaded into a body piercing).

## **It is also best practice to:**

- Wash hands before commencing/recommencing work;
- Consider protective eye wear if the procedure will result in the splatter of blood or other fluids;
- Remove any jewellery whilst carrying out skin penetration procedures;
- Maintain short and clean fingernails;
- Not eat or drink within the treatment rooms; and
- Wear only clean and laundered clothing to work.

## **Hand washing**

Hand washing is considered the most important and first step to assist in preventing the spread of infection and must be carried out:

- Prior to commencing/ recommencing any skin penetration procedure;
- Between clients;
- After using the toilet;
- After contact with fluids and/or blood;
- After eating, drinking and smoking;
- Prior to putting on and after removing gloves; and
- Any time hands are likely to be a source of contamination.

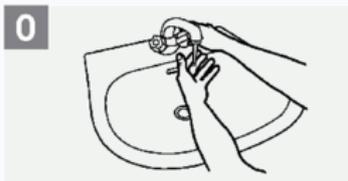




Hand wash basin must be equipped with a supply of warm water (through a single spout), liquid soap and paper towel at all times

**WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB**

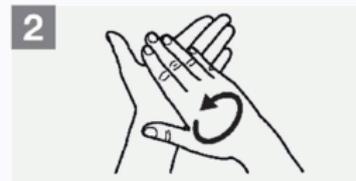
**🕒 Duration of the entire procedure: 40-60 seconds**



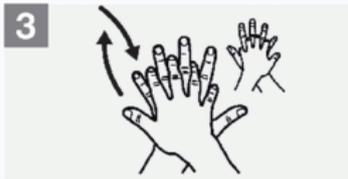
**0** Wet hands with water;



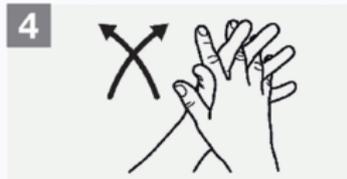
**1** Apply enough soap to cover all hand surfaces;



**2** Rub hands palm to palm;



**3** Right palm over left dorsum with interlaced fingers and vice versa;



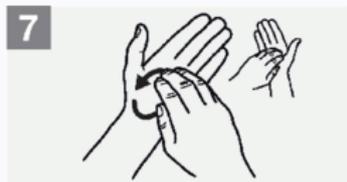
**4** Palm to palm with fingers interlaced;



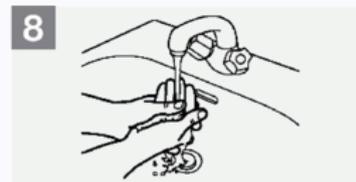
**5** Backs of fingers to opposing palms with fingers interlocked;



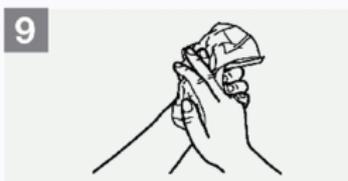
**6** Rotational rubbing of left thumb clasped in right palm and vice versa;



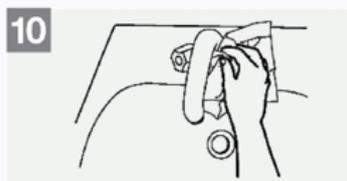
**7** Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



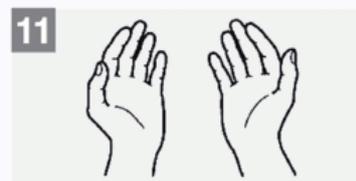
**8** Rinse hands with water;



**9** Dry hands thoroughly with a single use towel;



**10** Use towel to turn off faucet;



**11** Your hands are now safe.

## Smoking, eating and drinking

Smoking, eating and drinking is not permitted when carrying out a skin penetration procedure. These activities are all likely to transfer disease and infection from the mouth onto the hands.

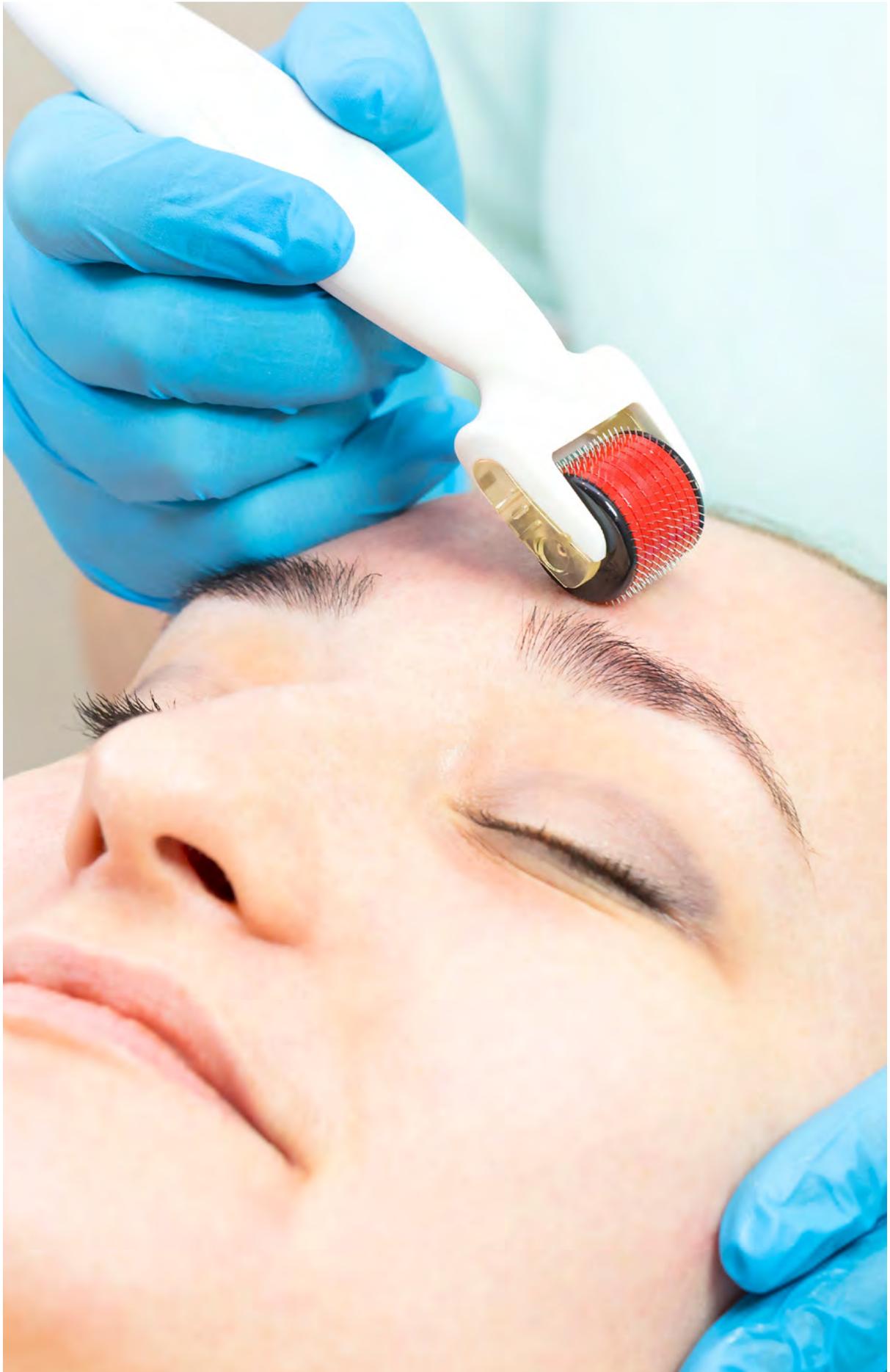
A separate room/space should be provided to staff for eating and drinking and storage of personal belongings.

## Animals

Animals are not permitted onto a skin penetration premise as they may be a potential source of infection such as ringworm.

Regular pest control may be required to prevent pests from harbouring within skin penetration premises.





# NSW Health factsheets

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The following fact sheets are found on the NSW Health website for Skin Penetration Procedures:

- Cleaning and disinfecting foot spas  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/foot-spa.aspx>
- Beauty Treatment – Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/beauty-treatment.aspx>
- Body Piercing – Hygiene Requirements  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/body-piercing.aspx>
- Colonic Lavage (colonic irrigation) – Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/colonic-lavage.aspx>
- Hairdressing and Barbers – Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/hairdressing-hygiene.aspx>
- Nail Treatment (manicures and pedicures) – Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/nail-treatment.aspx>
- Tattooing and other body art – Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/tattooing.aspx>
- Waxing - Hygiene Standards  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/waxing.aspx>
- How to Sterilise  
<http://www.health.nsw.gov.au/environment/factsheets/Pages/how-to-sterilise-instruments.aspx>

## References:

- Department of Health and Community Services 1998, Guideline for Tattooing, Tasmania, Hobart
- Department of Health South Australia 2004, Safe and Hygienic Practice of Skin Penetration, SA Health Commission, South Australia
- Health.nsw.gov.au. (2019). Skin penetration industry. [online] Available at: [www.health.nsw.gov.au/environment/skinpenetration/Pages/default.aspx](http://www.health.nsw.gov.au/environment/skinpenetration/Pages/default.aspx) [Accessed 24 Jun. 2019].
- Department of Health and Human Services 2004, Infection prevention and control guidelines for hair, beauty and tattooing and skin penetration industries, State of Victoria, Melbourne
- Department of Health Western Australia, 2017, Code of Practice for Skin Penetration Procedures 1998, Western Australia
- Queensland Government, 2012, Infection Control Guidelines for Personal Appearance Services 2012, Queensland
- Standards Australia, Australian Standard AS 2182 (1994); Sterilisers - Steam - Portable. Available from Standards Australia: [www.standards.org.au](http://www.standards.org.au)
- Standards Australia AS 4815-2001; Office-based health care facilities not involved in complex patient procedures and processes-Cleaning, disinfecting and sterilising reusable medical and surgical instruments and equipment, and maintenance of the associated environment (AS 4815). Available from Standards Australia; [www.standards.org.au](http://www.standards.org.au)
- Standards Australia, Australian Standard AS 4031 (1992); Non reusable containers for the collection of sharp medical items used in health care areas. Available from Standards Australia: [www.standards.org.au](http://www.standards.org.au)
- Wollongong City Council 2018, Beauty and Skin Penetration Premise Construction, fit-out and operation guide, Wollongong

## Legislation

- *Public Health Act 2010* (New South Wales Government), [www.legislation.nsw.gov.au/#/view/act/2010/127](http://www.legislation.nsw.gov.au/#/view/act/2010/127)
- *Public Health Regulation* (New South Wales Government), [www.legislation.nsw.gov.au/#/view/regulation/2012/311](http://www.legislation.nsw.gov.au/#/view/regulation/2012/311)
- *Local Government (General) Regulation 2005* (New South Wales Government), [www.legislation.nsw.gov.au/#/view/regulation/2005/487](http://www.legislation.nsw.gov.au/#/view/regulation/2005/487)



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