



## Design and Fit-Out of Premises Providing Personal Care and Body Art Services

*Public Health and Wellbeing Act 2008*

### Registration of premises

A person conducting a business within the City of Yarra involving beauty therapy, colonic irrigation, hairdressing, skin penetration (excluding acupuncture) or tattooing must register, with the Yarra City Council, any premises upon which that business is conducted and must comply with the requirement of the *Public Health and Wellbeing Act 2008 (PHWA)* and *Public Health and Wellbeing Regulations 2009 (PHWR)*.

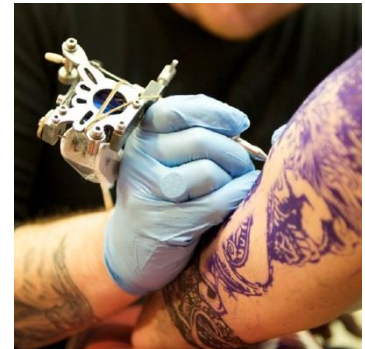
To apply to register a premises, an application must be made to the Council in the required form and a registration fee must be paid. When a complete application has been received an authorised officer will inspect the premises to ensure it complies with all relevant requirements. A business can only legally operate from a premises once registration has been granted.

The registration of premises under the PHWA must be renewed annually.

The requirements that premises must comply with are specified in the PHWA and the PHWR. Guidance on compliance for the premises itself, and during the operation of the premises, is provided in a document called the "*Health Guidelines for the Personal Care and Body Art Industries*". A copy can obtain from the Department of Health and Human Services website:

[www.health.vic.gov.au/ideas/regulations/hlth\\_guidelines](http://www.health.vic.gov.au/ideas/regulations/hlth_guidelines).

To assist in ensuring the premises meets requirements the following extracts from the '*Health Guidelines for the Personal Care and Body Art Industries*' should be considered when setting up the premises.



diverse

vibrant

exciting

inclusive



## General Requirements

1. Equipment, furniture, fittings, floors and walls should be durable, safe and suitable for cleaning and maintenance, and constructed of sealed, non-porous material. Particular attention should be paid to those areas that are frequently damp, such as above, behind and under wash basins including hair and hand wash basins.
2. There should be adequate lighting throughout the premises.
3. Client procedure rooms/cubicles should have an area of not less 2.5 metres square.
4. A separate area should be provided for cleaning and sterilising procedures that has adequate bench space and is designed to ensure movement of instruments and equipment in a one-way direction from dirty, to clean, to sterile areas.
5. All plumbing works in the premises must meet the requirements of the Plumbing Industry Commission (Victoria) and Standards Australia and all electrical equipment must meet prescribed electrical standards.

## Hand Wash Basins

6. A hand wash basin with adequate warm running water and provision for liquid soap and paper towels must be installed in the immediate procedure area. In areas where skin penetration procedures are performed the hand wash basin should be "hands free" (for example, foot or knee operated or electronically controlled). In premises where hairdressing only takes place, a hair wash basin can be used for hand washing provided it is accessible when required.



## Equipment Washing Sinks

7. A separate sink with adequate hot (at least 70°C) and cold running water should be provided to the instrument and equipment cleaning area.

## Linen

8. A suitable area should be provided to store all soiled linen, towels and protective clothing (such as in washable, leak proof containers) prior to washing to prevent contamination of clean areas and equipment.
9. A suitable area should be provided to store clean linen, towels and clothing so they are protected from dirt, dust and other contamination.

## Disposal of Waste

10. Adequate facilities must be provided to dispose of all wastes from the premises. All bins for waste must be lined with plastic liner bags that can be sealed for disposal.
11. Adequate facilities must be provided for the storage and disposal of all clinical waste including "sharps" in accordance with Environment Protection Authority requirements. All clinical waste must be properly packaged, labelled, handled and transported to minimise the risk of occupational exposures, and the transmission of infectious disease, to both waste handlers and the community.

***Please note that registration of premises under the Public Health and Wellbeing Act 2008 is not related to Town Planning or Building Approvals that may also be required. You are advised to contact Council's Town Planning Department on 9205 5555 and Building Department on 9205 5555 to ensure their requirements are also complied with.***

