



GUIDELINES FOR SETTING UP A HOME BASED BEAUTY / SKIN PENETRATION BUSINESS

WHAT IS SKIN PENETRATION?

Skin penetration is any procedure (whether medical or not) that involves skin penetration (i.e. piercing, cutting, puncturing, scraping of the skin) whether dead or alive and includes any procedure declared to be skin penetration by the Public Health Regulations 2022.

Examples (but not limited to) of skin penetration procedures;

- Waxing
- Nail services involving cuticle cutting/ foot scrapers
- Microdermabrasion
- Ear and body piercing
- Cosmetic tattooing/ micro blading/ eyebrow feathering
- Tattooing
- Skin needling, dermapen
- Dermaplaning
- Electrolysis
- Cosmetic injections
- Colonic lavage

I want to start a skin penetration business in my home, where do I start?

1. PLANNING APPROVAL

Before a skin penetration business can commence operating, approval from Council is required. To obtain approval, you would need to submit a Development Application (DA).

It is important to contact Council's Duty Town Planner to discuss your proposal before commencing any work or prior

to trade. They can assist you with preparing an application and providing an application fee quote. You can contact the Duty Town Planner on 9843 0469 or email council@thehills.nsw.gov.au or in person at Council's Administration Building at 3 Columbia Court Norwest.

Note: The development consent is granted for the subject property address and is not transferrable. If you move residence, a new development application would be required to be lodged.

WHAT DO I NEED TO INCLUDE IN MY APPLICATION?

- A completed Development Application form along with the application fee
- All owner's consent in writing
- Proposed hours of operation
- Parking details
- Floor plans indicating which room is proposed for the home based beauty/ skin penetration business
- Floor plan of the setup of the treatment room
- Details for the treatment room fitout including the flooring, hand wash basin, equipment washing sink etc.
- A list of what treatments are proposed to be provided
- A hand wash basin with warm running water is required within the treatment room
- If reusable equipment is used, a dedicated equipment washing sink (that is separate to the hand wash basin, kitchen or laundry skin) is required

- If reusable skin penetrating equipment is used, an autoclave steriliser is required. Please provide the make and model details of the autoclave.
- If disposable sharps are used, a yellow sharps waste container is required. Please also provide a statement of waste management including the plan for disposal.

2. PREMISES AND FIT-OUT REQUIREMENTS

a) Hand wash basin

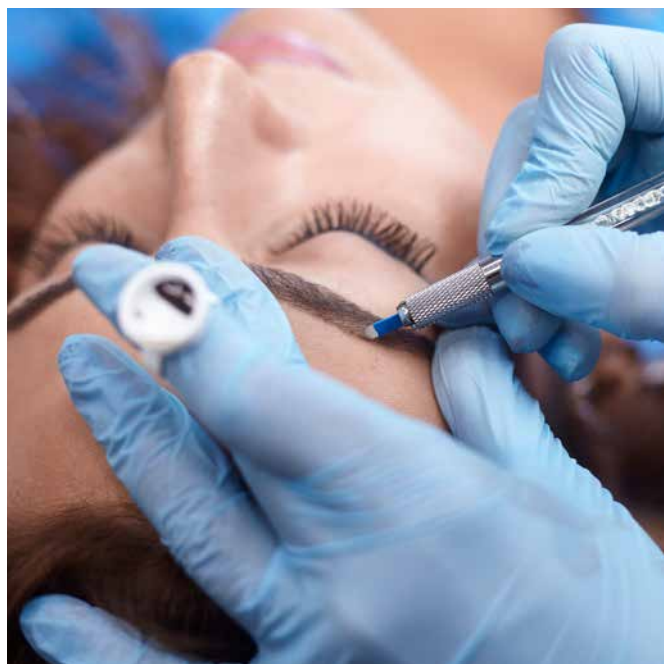
A hand wash basin must be provided in accessible and convenient location within the treatment room. The basin must be serviced with hot and cold water through a single spout, able to be mixed at a temperature of at least 40°C.

A supply of soap and single use hand towels must be provided at all times in an appropriate dispenser adjacent to all hand washing basins.

Hand basins are in addition to, and separate from, a kitchenette sink, a sink within toilet facilities, a sink within laundering areas and equipment cleaning sinks.

b) Equipment washing sink

If reusable equipment is used, an equipment cleaning sink must be provided within the premises for the sole purposes of cleaning and disinfecting equipment used for beauty treatments. The equipment cleaning sink is in addition to, and separate from, hand wash basin, a kitchen/ kitchenette sink, laundry sink or a sink within toilet facilities. The sink must be serviced with hot and cold water through a single spout, able to be mixed at a temperature of at least 40°C.



c) Autoclave

If reusable skin penetrating equipment is used, an autoclave steriliser is required to be provided. The autoclave must be TGA approved and comply with Australian Standard 2182-1998 and used in accordance with AS 4815:2006.

The operator must also retain sterilisation records for at least 12 months including the time and date when each article was sterilised, the length of time the article was autoclaved and the temperature and pressure levels of the autoclave as per requirements under the Public Health Regulation 2022.

Note: a uv cabinet is not steriliser.

d) Sharps waste

A yellow sharps container is to be provided for the disposal of clinical and sharps waste. The yellow sharps container is required to be a yellow Australian Standards approved sharps container (AS 4031-1992) which is identified by the AS mark of approval.

Sharps waste i.e. skin needling implements is required to be disposed of after one use and placed into the yellow sharps container immediately after use.

Clinical and sharps waste must be collected and disposed of by an authorised contractor in accordance with the Protection of the Environment Operation (Waste) Regulation 2014. Receipts and invoices for sharps/ clinical waste collection must be retained and presented to Council if required.

Note: the disposal of clinical and sharps waste in the general waste is illegal.



e) Floors

Floor surfaces shall be constructed of materials that are smooth, even, non-slip, and impervious to moisture, capable of being easily cleaned with hot water and detergent i.e. tiles, floor boards or similar. Carpet is not permitted.

f) Shelves, fittings and furniture

The internal and external surfaces of storage cabinets, cupboards, work benches and the like must be constructed of, or covered with material that is durable, smooth, impervious to moisture and capable of being easily cleaned.

g) Treatment beds

All surfaces of chairs and treatment beds must be finished in a smooth impervious material that is capable of being easily cleaned.

3. HEALTH REQUIREMENTS

The skin penetration business must comply with the Public Health Act 2010 and Public Health Regulation 2022.



4. SKIN PENETRATION BUSINESS REGISTRATION, INSPECTION AND FEES

All skin penetration premises must be registered with Council prior to trading. To register with Council, please complete and submit the 'Registration of Skin Penetration Business' application form which is available from Council's website;

<https://www.thehills.nsw.gov.au/Services/Our-Community/Community-Health-Safety/Beauty-Salon-Tattooing-Body-Piercing-Hairdressers>

The skin penetration registration fee is a once off lodgement fee of \$100. There are no yearly or monthly registration fees.

We do however charge an inspection fee as per our fees and charges for an inspection. Routine inspections may be undertaken once a financial year or on receipt of a complaint.

MORE INFORMATION

We have factsheets and resources available on our website;

<https://www.thehills.nsw.gov.au/Services/Our-Community/Community-Health-Safety/Beauty-Salon-Tattooing-Body-Piercing-Hairdressers>

Or contact our team of Environmental Health Officers on **9843 0555** or email council@thehills.nsw.gov.au

