

## *Covid-19 Protocol*

### **Modern Electric Studio**

3330 Adeline St. Berkeley, CA 94703

(510) 604-4673

#### Section A: Measures to Protect Health:

##### A.1: Employee Specific

1. A copy of This Social Distancing and Sanitation protocol and OSHA's "Guidance for preparing workplaces for COVID-19" (OSHA 3990-03 2020) shall be distributed to each staff member.
2. All employees will successfully pass The WHO Infection Prevention and Control (IPC) for COVID-19 Virus course. Employees must provide confirmation of passing, to be filed with the local health dept.
3. Employees will test for Covid every other week at The state of California-operated COVID-19 test site in Berkeley, at 1730 Oregon St. Appointments for tests can be made online at <https://lhi.care/covidtesting> or by calling 888-634-1123.
  - a. For their own safety, immunocompromised employees should test more frequently.
4. In addition to bi-weekly tests, at the beginning of each shift, artists will self-screen with the following questions:
  - a. "Since my last visit here, have I had any of the following symptoms that are not attributable to another condition?"
    - i. Cough
    - ii. Shortness of breath or difficulty breathing
    - iii. Fever
    - iv. Chills
    - v. Muscle pain
    - vi. Headache
    - vii. Sore throat
    - viii. Loss of taste or smell
5. Symptomatic and/or positive employees may not enter the facility.
6. Employees with symptoms of Covid-19, who test positive for Covid-19, reside with or have close contact with persons infected by Covid-19 shall not come to work, and shall follow CDC guidance on staying home and safe return.
7. Practitioners must always wear a mask in the presence of clients, and vice versa.
8. Practitioners will wear all new PPE at the beginning of each new session, including:
  - a. Mask
  - b. Apron
  - c. Nitrile gloves

- d. Eye protection
- 9. Tattoos must wear non fabric shoes.
- 10. Artists will monitor themselves for increased diligence regarding hand hygiene:
  - a. Artists will wash their hands for a minimum of 20 seconds and use sanitizer:
    - i. Upon arrival to the studio
    - ii. Before each session
    - iii. Prior to or after removing gloves
    - iv. After each session
    - v. After handling Money
    - vi. After eating
    - vii. After using the restroom
    - viii. After sneezing or coughing.
    - ix. After touching keys or doorknobs
    - x. Prior to leaving the studio

#### A.2: Client specific

- 1. All clients are seen by appt. only, with 24 hour advance confirmation calls to screen for potential infection. In the phone call, clients will be asked the following questions:
  - a. "Since setting your appointment, or since your last visit here, have you had any of the following symptoms that are not attributable to another condition?" (eg., allergies, asthma)
    - i. Cough
    - ii. Shortness of breath or difficulty breathing
    - iii. Fever
    - iv. Chills
    - v. Muscle pain
    - vi. Headache
    - vii. Sore throat
    - viii. New loss of taste or smell
  - b. If the answer to any of these questions is "yes" the session will be rescheduled at no penalty or charge.
- 2. Upon arrival clients will be asked the screening questions a second time:
  - a. "Since setting your appointment, or since your last visit here, have you had any of the following symptoms that are not attributable to another condition?" (eg., allergies, asthma)
    - i. Cough
    - ii. Shortness of breath or difficulty breathing
    - iii. Fever
    - iv. Chills
    - v. Muscle pain
    - vi. Headache
    - vii. Sore throat

- viii. New loss of taste or smell
  - b. If the answer to any of these questions is “yes” the session will be rescheduled at no penalty or charge.
  - c. In order to assist contact tracing efforts, the client's response will be recorded on their consent to be tattooed form (which is to be retained for 3 years at minimum). If they are to be rescheduled, the consent form will be clearly marked in red ink “rescheduled to: xx/xx/xx.”
3. Clients must use provided hand sanitizer upon entrance to the facility.
    - a. Hand sanitizer is touchless. Clients will subsequently be asked to wash their hands for a minimum of 20 seconds or reapply hand sanitizer immediately prior to their session.
  4. Clients will be provided with a new mask upon arrival, which they must wear during their session. Their mask worn in the street shall not be brought into the procedure area.
  5. Clients must always wear a mask in the presence of Practitioners, and vice versa.
  6. Clients may not bring food or drink into the lobby.
  7. Clients may not wait in the lobby; they must show up no more than 5 minutes before their appointment, any earlier and they will be asked to wait in their cars or outside.
  8. Clients will be asked to leave their backpacks and coats in their cars.
    - a. If clients have no car, or car is unsafe, sanitary storage will be provided.
  9. Clients must come alone, no friends or guests will be permitted.

### A.3: Site Specific

1. Tissues are provided at each station and in common areas.
2. Hot water, antibacterial soap and single use paper towels are available at all sinks.
  - a. Sinks are readily available to all stations
3. The handwash station has been converted to touchless.
4. Hand sanitizer of at least 70% alcohol content is available at the front door, hand wash station, bathroom, and at each artist’s station.
5. All common areas and procedural areas are disinfected after each use. Areas include but are not limited to:
  - a. Lobby, Restroom, Artists stations.
6. A log of all disinfection cycles must be kept in each area.
  - a. The format of this log will follow the draft version of the Daily Compliance Cleaning Log proposed by the City of Berkeley Health Dept.
7. MadaCide is the disinfectant of choice, as it is rated for Emerging Viral Pathogen 2019 novel coronavirus (SARS-CoV-2), EPA list N, 1839-83 In addition to standard BPP controls, which include Madacide wipedown of all surfaces (regardless of whether or not they have been covered by barriers).
8. Covid-19 disinfectant procedure will include the application of dilute bleach (5 to percent solution as per CDC cleaning instructions) to the walls and floors.
9. Both Chemicals are kept in the chemical/common hutch in the main procedural area.

10. Procedure area walls are painted with medical grade anti-microbial paint, EPA Registration Number: 64695-1 (MSDS Available upon request).
11. As per the CDC, Air filtration should not be relied on for controlling the spread of COVID-19, Nonetheless, weather permitting, the rear door shall remain ajar to create the maximum amount of ventilation. Portable fans will be used to amplify the exchange of outside air.
12. This Social Distancing and Sanitation protocol shall be conspicuously displayed in a common area such as the lobby.

#### A.4 Misc. Intersection of Clients and Practitioners

1. Practitioners must always wear a mask in the presence of clients, and vice versa.
2. At this time the face shall not be tattooed, or any area which requires removal of the mask.

#### Section B. Measures to prevent Crowds from gathering

1. At this time, walk-ins are no longer available. The front door to the studio shall be kept locked to prevent accidental entry by those without appointments or appropriate PPE.
  - a. The key shall remain in the door in case exit is needed.
2. The lobby is not for waiting in, it is a pass through space only.
3. Four tattoo stations exist on the south wall of the facility, each is 84" x 48." They are all separated with a 4' x 4' pony wall. No more than two of these may be in operation at one time, ensuring at least 6 feet between stations; at all times an empty station will be placed between any active stations (i.e. if Chair One and Chair Three are being used, then Two and Four are not, and vice versa.)
  - a. This scheduling will be implemented via shared Google Document.
4. The 5th station on the East wall is more than 6 feet from any other stations and is available for full use.
5. Once the consent to be tattooed form is signed, if their Practitioners need additional time to prepare, clients will be asked to return to their cars, or wait outside.
6. Bookings will allow ample time for additional sanitization of stations and common areas such as:
  - a. Doorknobs
  - b. Bathrooms
  - c. Counters
  - d. Computers
  - e. Etc.

## Section C: Measures to Encourage Social Distancing

1. In case of a medical emergency (fainting, seizure etc.) that requires the client to be seated until a response team arrives, lobby seats are all staged 6 feet apart.
2. All staff have been trained to keep a 6 foot space from their clients and coworkers, until the tattoo session begins.
3. Procedure area is separated from the lobby by a 72" pony wall. Tattoo stations are separated by 48"x48" pony walls, or a space greater than 6".
4. All divider walls are gloss finished for easier sanitation.
5. Consultations are done only by video or email.
6. Artist portfolios will all be kept in instagram, no more paper books allowed in the lobby.
7. Bookings will be scheduled so as to maximize social distancing between clients upon their entry and exit of the facility.

## Section D: Measures to prevent Unnecessary Contact

1. Practitioners must always wear a mask in the presence of clients, and vice versa.
2. Both clients and artists have ample access to PPE., hot water, hand sanitizer and cleaning products (gloves, masks, paper towels, tissues etc.)
  - a. Gloves and masks must fit properly (over the nose and mouth.)
  - b. All supplies are single use.
3. Cell phone use is prohibited during the procedure.
4. Touchless payment is preferred - Paypal or Square.
  - a. If paper money is exchanged both parties should wash and sanitize hands.
5. No post-tattoo hugging.

## Section E: Measures to increase Sanitation / Disinfection

1. Artists are required to disinfect their own areas before and after all procedures.
2. Apprentices are required to sanitize common areas. If apprentices are not available, then artists must clean the common areas.
  - a. All areas must be sanitized and disinfected with Madacide and/or Dilute bleach as appropriate after each use.
    - i. Appropriate drying time must be allowed for any chemistry used.
  - b. For all disinfections a log must be kept, the format of which will follow the draft of the Daily Compliance Cleaning Log Checklist provided by the city of Berkeley.
    - i. Separate disinfection logs will be kept in all areas of the shop including but not limited to:
      1. Point of sale area
      2. Each artist's station of the procedural area
      3. The hand wash station

3. If tissues, paper towels or other consumables are requested by the client, they will be obliged.
4. Clients may not bring their own water bottles. If requested, bottled water will be provided.
  - a. Water must be consumed in the lobby, and then disposed of prior to returning to the procedural space.
5. Once a session is completed, along with written aftercare, clients shall be advised to proceed home and immediately remove any articles of clothing worn during the session.
6. Clothes should be retired to the laundry and washed ASAP.
7. Tattoosers should change clothing and shoes upon returning home.

## Section F: Signage

1. Standardized Covid-19 Signage will be visibly posted in windows and common areas:
  - a. Generalized Prevention signage from CDPH.
  - b. Basic use of face masks.
  - c. "Please wear a mask prior to entry."
  - d. "No Visitors."
  - e. "Warning, social distancing cannot be practiced during the tattoo session."
  - f. "Wash hands" signs at all sinks.