

GUIDELINES FOR
APPRENTICESHIP PROGRAM FOR
BODY ART PRACTITIONER OF TATTOOING

In furtherance of the establishment, by the Board of Health, of a Body Art Practitioner License Apprenticeship Program for Tattooing under Section 11.01 of the Body Art Regulations, the Board hereby approves and adopts these guidelines for the Apprenticeship Program, which have been established by the Health Department, acting through its Health Director.

For the purposes of the Body Art Practitioner License Apprenticeship Program for Tattooing, established by the Health Department pursuant to the City of Lowell Body Art Regulations, the term "Body Art Practitioner" shall mean "Body Art Practitioner Apprentice" and the term "Body Art Practitioner License" shall mean "Body Art Practitioner Apprentice License" except when reference is made to a "Licensed Body Art Practitioner" and "Licensed Body Art Establishment."

Any person seeking registration under these body art regulations so as to obtain a Body Art Apprentice License for Tattooing shall submit a completed application provided by the Department and shall pay to the City of Lowell a fee of two hundred and fifty dollars (\$250.00). A Body Art Apprentice License for Tattooing shall be valid for no more than two years. The Licensed Body Art Practitioner must notify the Health Department of any break in training that persists for thirty days at which time the Health Department shall consider the apprenticeship terminated. The apprentice must reapply and initiate the process from the beginning.

The minimum requirements of the Body Art Practitioner License Apprenticeship Program for Tattooing shall be the following:

1. The Body Art Practitioner License Apprentice Program for Tattooing shall consist of two years of training commencing with licensure. During the two-year training program there shall be no less than 1800 documented hours of supervised instruction.
2. The apprenticeship must occur in Body Art Facility currently licensed for tattooing within the City of Lowell.
3. Such apprenticeship must be conducted under the guidance of a Body Art Practitioner currently licensed for tattooing within the City of Lowell.
4. Said licensed Body Art Practitioner shall notify the City of Lowell Health Director in writing that he/she intends to oversee an apprentice. Such notification must be made with each new apprentice applicant. **Only the Licensed Body Art Practitioner named on the application may supervise the apprentice.**
5. The applicant for an apprentice license must meet the requirements of the City of Lowell Body Art regulations as it applies to tattooing.
6. The Health Department requires that each tattoo apprentice meet the requirements of Section 10.05 (1) through (4) inclusive and Section 10.06 of the City of Lowell Body Art Regulations prior to filing application with the City of Lowell Health Department. An apprentice shall be exempted from Section 10.05(5) as it is the intent of the apprentice program to meet this requirement.
7. The apprentice must meet the training requirements and time frame requirements contained within the Apprenticeship Task Requirements Check List prior to conducting any form of Body Art tattooing activity upon a Client or the person of another.

8. Each apprentice must maintain a Body Art Apprentice Time Sheet stating the date, time worked, training activity conducted, and total hours. **The time sheet must be signed and dated by both the apprentice and the initial Licensed Body Art Practitioner named on the application as supervising the apprentice.** Copies of the apprentice task sheets and apprentice time logs must be kept on file at the licensed facility for 1 year after the completion or termination of the apprenticeship and be available for review by Health Department agents. All originals must be notarized and submitted to the Health Department upon the termination or completion of the apprenticeship. Copies of such time logs may be requested by the Health Department at any time.
9. The initial Licensed Body Art Practitioner named on the application as supervising the apprentice shall be observing and present in the same room as the apprentice at all times when the apprentice is practicing on a client until the apprentice has completed the first 900 hours of the required 1800 apprenticeship hours. If at the completion of the first 900 hours, the initial Licensed Body Art Practitioner named on the application as supervising the apprentice judges the apprentice to be competent to practice under such circumstances, direct observation will no longer be required. However, the initial Licensed Body Art Practitioner named in the initial application as supervising the apprentice must be in the establishment and available to assist the apprentice at all times when the apprentice is practicing on a client.
10. Before an apprentice conducts any form of Body Art Tattooing activity upon a Client or person, that Client or person shall be advised that the person to conduct such Body Art activity is, in fact, an apprentice and is acting only under a Body Art Practitioner Apprentice License for Tattooing. Additionally, before any apprentice conducts any form of Body Art Tattooing activity upon a Client, such apprentice must obtain the Client's written consent. This written consent shall be physically affixed to the Application and Consent for Body Art Activity required pursuant to section 13.02 of the City of Lowell Body Art Regulations, and such written consent shall be maintained therewith.

City of Lowell Health Department
By, Frank Singleton, Health Director

Adopted and Approved by vote of the Board of Health on May 24, 2006

JoAnn Keegan, Chairperson
Robert Mondou, MD
John Donovan
William Bailey
Michael Lenzi