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**Virginia Board for Barbers and Cosmetology
 BODY-PIERCING APPRENTICESHIP COMPLETION FORM**

Upon completion of the Apprenticeship training, the sponsor shall review the apprentice's progress record for the training period. If the results of this review indicate the apprentice is now a candidate for the Board's examination, the sponsor shall complete and sign this form. The properly signed form should be submitted with the ***Body-Piercer License and Examination Application*** to the exam vendor listed above.

Completion of the apprenticeship program shall qualify the apprentice to apply the Board to take the Board for Barbers and Cosmetology tattooer license examination.

Curriculum requirements specified in 18VAC 41-60-160 and 18VAC 41-60-170 of the Virginia Board for Barbers and Cosmetology Body-Piercing Regulations shall be taught over a minimum of 1500 hours broken down into the following categories:

HOURS OF INSTRUCTION AND PERFORMANCES

Initial each category of instruction/performance to verify completion.

Apprentice Name _____
Last First Middle Suffix

A. 350 Hours

1. Microbiology

- a. Microorganisms, viruses, bacteria, fungi
- b. Transmission cycle of infectious diseases
- c. Characteristics of antimicrobial agents

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| Sponsor | Apprentice |
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2. Immunization

- a. Types of immunizations
- b. Hepatitis A through G transmission and immunization
- c. HIV/AIDS
- d. Tetanus, streptococcal, zoonotic, tuberculosis, pneumococcal and influenza
- e. Measles, mumps and rubella
- f. Vaccines and immunization
- g. General preventative measure to be taken to protect the body-piercer and client

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| Sponsor | Apprentice |
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3. Safety

- a. Proper needle handling and disposal
- b. How to avoid overexposure to chemicals
- c. The use of Safety Data Sheets
- d. Blood spill procedures
- e. Equipment and instrument storage
- f. First Aid

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| Sponsor | Apprentice |
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4. Bloodborne Pathogen Standards

- a. OSHA and CDC bloodborne pathogen standards.
- b. Control Plan for bloodborne pathogens.
- c. Exposure Control Plan for Body-Piercers.
- d. Overview of compliance requirements.
- e. Disorders and when not to service a client.

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| Sponsor | Apprentice |
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5. Professional Standards

- a. History of body-piercing
- b. Ethics
- c. Record Keeping
 - (1) Client health history
 - (2) Consent forms
 - (3) HIPPA Standards
- d. Preparing station, making appointments, salon ethics
 - (1) Maintaining professional appearance, notifying clients of schedule changes
 - (2) Promoting services of the salon and establishing clientele
- e. Salon Management
 - (1) Licensing requirements
 - (2) Taxes
- f. Supplies
 - (1) Usages
 - (2) Ordering
 - (3) Storage

| Sponsor | Apprentice |
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6. Body-Piercing

- a. Client consultation
- b. Client health information
- c. Client disclosure form
- d. Client preparation
- e. Sanitation and safety precautions
- f. Implement selection and use
- g. Proper use of equipment
- h. Material selection and use
- i. Grade of jewelry
- j. Metals to use

| Sponsor | Apprentice |
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7. Virginia Body-Piercing Laws and Regulations

| Sponsor | Apprentice |
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B. 150 Hours

8. Sanitation and Disinfection

- a. Definition of terms
 - (1) Sterilization
 - (2) Disinfection and disinfectant
 - (3) Sterilizer or sterilant
 - (4) Antiseptic
 - (5) Germicide
 - (6) Decontamination
 - (7) Sanitation
- b. The use of steam sterilization equipment and techniques
- c. The use of chemical agents, antiseptics, disinfectants and fumigants
- d. The use of sanitation equipment
- e. Pre-service sanitation procedure
- f. Post-service sanitation procedure

| Sponsor | Apprentice |
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C. 1000 Hours Practical Training and 100 Performances

