

Lower Risk Personal Service Establishment (PSE) Declaration

Personal Services

A PSE is defined as an establishment in which a person provides a service to, or on the body of, another person. All personal service establishments (PSE) are regulated by the Public Health Act [SBC 2008] C. 28 and Regulated Activities Regulation 161 / 2011.

For provincial standards of practice, the Ministry of Health has developed the Guidelines for Personal Service Establishments; copies of these guidelines can be found at http://www.health.gov.bc.ca/protect/ehp_pse.html.

If providing only lower risk personal service(s) to or on the body of another person, you may use this simplified application. See Table 1 to determine if you are providing only lower risk services.

This declaration form should be completed and forwarded to your local health office for review. It is the operator's responsibility to ensure that the establishment is in compliance with all local municipal bylaws.

If you have any questions about the application process, please contact your [local Environmental Health Officer \(EHO\)](#).

Table 1 – Facility Categorization Use this table to determine if you will provide only low-risk services	
High Risk Service	<ul style="list-style-type: none"> • Body modification (e.g. branding, scarification) • Body piercing • Ear / nose piercing¹ • Electrolysis • Micro pigmentation / Micro blading • Shaving using non disposable blades and handle / cradle • Tattooing / tattoo removal
Moderate Risk Service	<ul style="list-style-type: none"> • Colonic irrigation • Class 3b and 4 laser services² • Floatation tank • Manicure • Pedicure • Shaving (if using reusable razor handle / cradle with disposable blades) • Tanning (indoor)
Low Risk Service	<ul style="list-style-type: none"> • Aromatherapy • Esthetics without dermal penetration (skin and body therapy) • Face / body painting • Hair / barber services • Makeup (non-permanent) • Massage (excluding RMT) • Mud / steam bath • Teeth whitening (excluding dentist) • Waxing, lash and brow tinting • Shaving (if using only disposable razors / blades / handles) • Ear piercing (lobe only) using pre-packaged, pre-sterilized jewellery with a cartridge applicator
<p>¹ Excludes ear lobe piercing operations using pre-packaged, pre-sterilized jewelry in single use cartridges. Ear piercing (lobe only) using pre-packaged, pre-sterilized jewellery with a cartridge applicator does not require EHO's to inspect facilities.</p> <p>² Excludes services provided by a Health Professional regulated under the Health Professions Act.</p>	

All PSEs should comply with the following standards and be maintained in a clean, sanitary, pest-free condition and in good repair:

Construction Standards

- Ensure facility is designed, organized, and constructed for the specific service(s) offered.
- Ensure facility has adequate lighting to facilitate cleaning and injury prevention.
- Ensure floors and walls are constructed from materials that are impervious to moisture and easily cleanable.
- Ensure contact surfaces (e.g. counters, tables, trays, lamps and magnifiers) are constructed of smooth, non-absorbent finishes (e.g. stainless steel).
- Ensure dedicated hand wash station(s) have hot and cold running water with sufficient quantity and pressure, liquid soap, and single use paper towel to facilitate proper hand washing.
- Install and maintain adequate ventilation systems/local exhaust ventilation, as appropriate.
- Ensure client areas are separate from any portion of the premises used as a residence (e.g. for food preparation, dining, sleeping, and pets).
- Provide a washroom facility for staff and clients.
- Provide sufficient counter space to ensure hygienic, safe and efficient procedures.
- Install hand washing sink(s) within easy access of all client procedure areas (separate from the washroom facilities); instrument/equipment cleaning sink(s) separate from client areas and sized appropriately; janitorial sink (or written procedures for sanitation if using instrument/cleaning sink) as appropriate for the services provided.
- Install backflow prevention device (e.g. one-way valve) anywhere contaminated water could enter the drinking water system.

Operational Standards

- Maintain facility in a clean, sanitary, pest-free condition, and in good repair.
- Provide secure and cleanable space for storing instruments/equipment and supplies.
- Use only durable instruments/equipment in good repair and designed and suitable to the application.
- Discard single-use (disposable) items immediately after use.
- Dispense products such as wax, pigment, creams, lotions or cotton balls in a way that prevents contaminating the bulk supply.
- Maintain written standard practices for infection control. Documentation should include methods and procedures for cleaning, disinfection and/or sterilization of all instruments, equipment and surfaces that come in direct contact with clients.

Cleaning and Sanitizing Standards

- Follow proper hand hygiene procedures.
- Clean contaminated instruments/equipment immediately after use.
- Take instruments/equipment apart to allow for effective cleaning and sanitation.
- In the dedicated cleaning stations, clean and disinfect instrument/equipment in accordance with the appropriate level of disinfection, as outlined in the [BC Guidelines for Personal Service Establishments](#).
- Clean and disinfect chairs, counters/work surfaces, floors and washrooms at the end of each day.
- Handle all soiled laundry minimally, and wash and dry on the highest temperature setting. Clean laundry must be stored in a manner that protects it from contamination.

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Please complete the declaration form below and forward to your local health office for review.

Please provide a description of services that will be offered:

Please indicate the name and type of disinfectant(s) that will be used:

Disinfectant: _____ DIN#: _____

Manufacturer: _____ Disinfectant claim on label: Y N

Disinfectant: _____ DIN#: _____

Manufacturer: _____ Disinfectant claim on label: Y N

Please review and check all that apply:

I agree to provide only the indicated lower risk services that I had indicated above and to meet all of the requirements listed in the **BC Guidelines for Personal Service Establishments**.

I have read and understood my responsibilities as an owner/operator that is outlined in the **BC Guidelines for Personal Service Establishments**.

I understand that it is my responsibility to advise the Health Authority in advance should I want to add additional services for my business. I understand that if I have added services without consulting the Health Authority, that I am operating these services without health approval.

I declare that the information on this declaration is true and accurate to the best of my knowledge.

Contact Information	
Operator Name	Site Phone
Business Name	Cell
Legal Owner Name	Email
Site Address	Sewage Waste Disposal: <input type="checkbox"/> Septic System <input type="checkbox"/> Community Sewer
Name of Water Supply System	Intended Date of Opening / Change
Applicant Signature	Date Signed

For more information on Personal Services please visit the [Interior Health Tattooing, Piercing, Tanning and Hair](#) webpage.

Send the completed form to your local Environmental Health office

Office Use Only		
Reviewed by EHO	Date Reviewed (dd/mm/yyyy)	Date Forwarded to Local Government