

ALABAMA DEPARTMENT OF PUBLIC HEALTH
ADMINISTRATIVE CODE

CHAPTER 420-3-23
BODY ART PRACTICE AND FACILITIES

420-3-23-.07 Records Retention.

(1) **Client records required** - The body art facility shall keep a record of all persons who have had body art procedures performed. The record shall include the name, date of birth, and address of the client, the date of the procedure, name of operator who performed the procedure(s), type and locations of procedure(s) performed, signature of client and if the client is a minor, proof of parental or guardian consent, that is, signature.

(2) **Record retention time** - Such records, any release forms, and all materials signed by the client, shall be retained permanently and made available to the Department upon request. The records for the previous three years shall be kept on the premises of the body art facility; records older than three years may be kept offsite, within the county wherein the facility is located, provided they are readily accessible upon request of the Department. The Department and the body art facility shall keep such records confidential.

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Statutory Authority: Code of Ala. 1975, §22-17A-7.

History: New Rule: Filed March 15, 2001; effective April 19, 2001; operative May 4, 2001. **Repealed and New Rule:** Filed December 20, 2006; effective January 24, 2007.