

Commonwealth of Virginia
 Department of Professional and Occupational Regulation
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Virginia Board for Barbers and Cosmetology
EAR-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 ***Ear-Piercer License and Examination Application*** to the exam vendor listed above.

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

Curriculum requirements specified in 18VAC 41-60-165 and 18VAC 41-60-175 of the *Virginia Board for Barbers and Cosmetology Body-Piercing Regulations* shall be taught over a minimum of 500 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. 150 Hours

1. Microbiology

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

Sponsor	Apprentice

2. Immunization

- a. Types of immunizations
- b. Hepatitis A – 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

Sponsor	Apprentice

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

Sponsor	Apprentice

4. Bloodborne Pathogen Standards

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

Sponsor	Apprentice

5. Professional Standards

- a. History of ear-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

6. Virginia Body-Piercing Laws and Regulations

Sponsor	Apprentice

B. 50 Hours**7. 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

C. 300 Hours Practical Training and 40 Performances**8. Ear-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

9. Ear-Piercing Procedures

- a. Ear lobe
- b. Helix – ear
- c. Concha – ear
- d. Tragus – ear

Sponsor	Apprentice

10. Ear-Piercing Performances - 40

- a. Ear lobe Minimum of 15
- b. Helix – ear Minimum of 10
- c. Concha – ear Minimum of 10
- d. Tragus – ear Minimum of 5

Sponsor	Apprentice

By signing below, we acknowledge that the foregoing information and hours are true and comply with the Virginia Body-Piercing Regulations and Apprenticeship Standards.

Apprentice Name _____

Virginia Apprenticeship License Number

Virginia Apprenticeship License Number

Contact Numbers

Apprenticeship Dates: _____ Start Date _____ Completed Date _____

Signature of Apprentice Date

Sponsor's Name _____

MAE - Biostatistics - N. 10

www.EasyEngineering.net

Salon Name _____

100 200 300 400 500 600 700 800 900 1000 1100 1200 1300 1400 1500 1600 1700 1800 1900 2000 2100 2200 2300 2400 2500 2600 2700 2800 2900 3000 3100 3200 3300 3400 3500 3600 3700 3800 3900 4000 4100 4200 4300 4400 4500 4600 4700 4800 4900 5000 5100 5200 5300 5400 5500 5600 5700 5800 5900 6000 6100 6200 6300 6400 6500 6600 6700 6800 6900 7000 7100 7200 7300 7400 7500 7600 7700 7800 7900 8000 8100 8200 8300 8400 8500 8600 8700 8800 8900 9000 9100 9200 9300 9400 9500 9600 9700 9800 9900 10000

Signature of Sponsor _____ Date _____

Contact Numbers _____ Primary Telephone _____ Alternate Telephone _____