

# LICENSING

## Preparing for Examination

A review of the pass/fail rates for body art examinations indicates that trainers and apprentices could benefit from a few reminders when preparing for examination.

### Approved Course of Study

The Board's Approved Course of Study for apprentices sets forth the minimum number of hours of training required in specific subject areas.

While the Board requires each trainer to submit their course of study for approval, each trainer's curriculum is unique and the Board does not dictate how the course of study is taught within each subject area.

The current approved course of study for tattoo artists and body piercers can be found in K.A.R. 69-15-2.

### Best Practices

While the approved course of study serves as an outline, the Board has developed a set of best practices which gives specific direction to apprentices and practitioners. Best practices were developed from the Board's infection control regulations.

Every trainer should ensure that their training curriculum includes the review and application of the Board's best practices. Apprentices that are not trained in accordance with these practices will have a difficult time successfully passing examinations.

Both the written and practical examination test for an apprentice's specific knowledge of best practices.

Best Practices include:

- Proper Sterilizer Protocol
- Appropriate Hygiene and Attire for Body Art Practitioners
- Handwashing Procedures
- Proper Pre-Service Practices for Body Art Practitioners
- Proper Preparation of Procedure Area
- Proper Tattoo Procedures
- Proper Body Piercing Procedures
- Breakdown and Disinfecting Procedures for Tattoo Artists
- Breakdown and Disinfecting Procedures for Body Piercers
- CDC Recommendation for Proper Removal of Gloves

Best Practices can be found on the Board's website at:

[www.kansas.gov/kboc/BABestPractices.htm](http://www.kansas.gov/kboc/BABestPractices.htm)

### Candidate Information Bulletin

The Board's testing company, Ergometrics, publishes a Candidate Information Bulletin both for tattoo artists and body piercers. The Bulletins can be found on Ergometrics' website at:

[www.cosmetologykansas.com/handbooks.cfm](http://www.cosmetologykansas.com/handbooks.cfm)

The Bulletins cover in detail examination requirements, sample written questions and a detailed step-by-step explanation of the tasks that will be performed during the practical examination.

### Written Examination

Questions on the written examination test the apprentice's knowledge of the following:

- Kansas Statutes and Regulations
- CDC Universal Precautions
- OSHA Bloodborne Pathogens Standard

### Practical Examination

The practical examination covers Kansas law, universal precautions, the bloodborne pathogens standard and the apprentice's ability to follow best practices. Each step in the practical examination is outlined below along with the corresponding best practice.

- 10% Handwashing and gloves  
*Best Practice: Handwashing and Gloves*
- 10% Presentation of Equipment and Supplies
- 16% Practice Standards  
*Best Practice: Proper Pre-Service Practices for Body Art Practitioners.*
- 27% Tattooing Procedure/Body Piercing Procedure  
*Best Practice: Proper Tattoo Procedures; Proper Body Piercing Procedures*
- 16% Breakdown and Disinfecting  
*Best Practice: Breakdown and Disinfecting Procedures for Tattoo Artists. Breakdown and Disinfecting Procedures for Body Piercers*
- 16% Sterilizer Protocol  
*Best Practice: Proper Sterilizer Protocol*
- 5% Final Cleaning  
*Best Practice: Breakdown and Disinfecting Procedures for Tattoo Artists; Breakdown and Disinfecting Procedures for Body Piercers*

### Practical Examination Tips

#### Kits & Set Up

All products and supplies must be in sealed or closed containers clearly labeled in English. Refer to the Candidate Information Bulletin checklist for a complete list of items and their storage requirements. If any items are missing from the kit, the examination will be terminated.

#### Set Up

Apprentices must demonstrate a clean and sterile set up prior to beginning the examination. Set up is also performed prior to hand washing.

#### Hand Washing

It is important to note that when taking the practical examination, the apprentice will only physically wash their hands at the beginning of the examination. After that, they must describe washing their hands to the proctor whenever they would do so during the service. All steps must be described.