

This application form **must** be completed and submitted to Lambton Public Health 30 days prior to any event. This form can be emailed to publichealth@county-lambton.on.ca. Events must comply with the current Infection Prevention and Control Guidelines for Special Events Offering Personal Services and applicable sections of the Ministry of Health and Long Term Care, Infection Prevention and Control Best Practices for Personal Service Settings document, under the Health Protection and Promotion Act, RSO, 1990.

Special Events Offering Personal Service

Application Form - Event Coordinator

Event name:

First time participant of a special event in Lambton? Yes No

Location and address of event:

Start date and time of event (e.g. May 1, 2018 at 9:00am)

End date and time of event (e.g. May 4, 2018 at 10:00pm)

EVENT COORDINATOR INFORMATION

Business name and address:

Event Coordinator Name:

Business telephone:

Telephone (cell):

Fax number:

Telephone (other):

E-mail:

E-mail:

Legal name (corporation name and /or number):

Complete Mailing address:

Name of designated liaison person to work with Lambton Public Health:

Telephone (cell):

Vendor permit #:

Vendor set up:

Number of vendors at event:

Outdoor Indoor Both

SERVICE INFORMATION

Type of services at this event (mark all that apply):

- Tattooing Piercing Micropigmentation
 Manicure
 Pedicure With Throne Footbaths? Yes No Recirculating? Yes No Number of Footbaths _____
 Other services, please describe:

All items that require sterilization such as needles, needle bars, jewellery, and forceps will be brought to the venue pre-packed and sterile?

Yes* No items require sterilization at the event

*Sterilized items by the owner/operator at their business location must have the date of sterilization on the package. The last 3 spore test results are required at the venue.

****There is no sterilization of equipment on-site at the venue**

Sharps, such as needles and/or razors will be used on-site?

Yes* No sharps will be used at the event

*An approved sharps container is required for the disposal of all sharps

Method of sharps container disposal:

Hired Company:

Vendor to bring back to business location

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Items need to be cleaned and disinfected on-site? Yes No

*If YES, sinks must be available, conveniently located, large enough to fit the largest item and designated for the cleaning and disinfection of these items. Any exceptions must be discussed and approved by the Public Health Inspector. If disinfection is necessary, soap, utility gloves, and a scrub brush are required.

A high-level disinfectant must be available on-site for the disinfection of items contaminated with blood.

70-90% alcohol based hand rub will be available at each booth: Yes No

Hand washing stations will be connected to municipal water supply? Yes No

Number of hand washing stations: _____

All hand washing stations must be conveniently located and equipped with liquid soap in dispensers and single-use towels for all vendors and their workers. The event coordinator/organizer will be responsible to maintain these stations fully equipped and in a sanitary manner at all times during the event.

If NO, will portable hand washing sinks be available? Yes No

If YES, the use of the portable hand washing sinks must be discussed and approved by the Public Health Inspector no less than a week prior to the event.

Please note that non-compliance with Lambton Public Health requirements may result in service interruption or closure.

I have received and read the IPAC Guidelines for Special Events and I understand the requirements for Event Coordinators. The information I have provided on this application form is accurate.

Date (e.g. May 1, 2018):

Print Name:

Signature (if mailing or faxing):

PUBLIC HEALTH INSPECTOR FORM - completed by Lambton Public Health

Reviewed guidelines with event coordinator/organizer: Yes No

Advised organizer to provide guidelines to each vendor: Yes No

Application approved: Yes No

Comments:

Date (e.g. May 1, 2018):

Print Name:

Signature (electronic, if available)

Information contained on this form is collected under the authority of the Health Protection and Promotion Act, R.S.O. 1990, Chapter H.7. for the purpose of enforcing the Act and Regulations. For information regarding collection, contact the Freedom of Information Officer at Lambton Public Health at 519-383-8331 or email privacy@lambtonhealth.on.ca. Details: <https://lambtonhealth.on.ca/about-us/privacy-and-information-security>.

Application form can be sent by:

- Email to publichealth@county-lambton.on.ca
- Fax to 519-383-7092
- Mail to Lambton Public Health, 160 Exmouth Street, Point Edward ON N7T 7Z6. Attention - Infection Control.

For more information call 519-383-8331 or toll free 1-800-667-1839.

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