



# Minnesota Body Art Industry Meeting January 14, 2025

Hosted by the Health Regulation Division

1. Welcome/Objectives – Pete
2. Industry Recommendations- Pete
3. Evaluation: Pete/Ah
  - Quarterly report
4. LCR
  - Quarterly report
  - OpenGov Update/Training - Jenna
5. Questions

# Meeting Objectives

1. Build collaboration by bringing together Industry leaders and State officials.
2. Educate Technicians and Establishment Owners on commonly seen issues and asked questions.
3. Give Body Art technicians a chance to ask questions and learn from one another about best practices.
4. Gives MDH a forum to bring new and changing information, laws and regulations to the industry in a timely manner.

# Industry Recommendations

The 2025 industry meetings are scheduled . A GovDelivery will be sent with the link as it gets closer to each meeting date. Make sure you subscribe or update your email information to receive GovDelivery notices.

- March 18, 2025 @ 1pm
- June 24, 2025 @ 1pm
- September 16, 2025 @ 1pm
- December 16, 2025 @ 1pm

The team is actively working with Communications to upload the meeting minutes on the Body Art public website.

Comments/Concerns relating to separate traditional tattooing and permanent make-up licenses has been forwarded to the HRD legislative team.



# Evaluation

# Complaints/Investigations (October 2024 – December 2024)

## Complaints received = 9

1. Unlicensed practice – establishment & technician
2. Breach of supervision plan/contract
3. Unprofessional conduct - sexual
4. Piercing
5. Health and Safety standards – infection from tattoo

## Investigation Closed – 15

1. Substantiated – 1 (civil penalty)
2. Unsubstantiated - 1
3. No violation – 3
4. Letter of Advisement - 1
5. Referral to local authority - 7 (i.e.. Police department, county health department, other entities)
6. No response from complainant - 1
7. Establishment closed - 1

# Open Complaint Investigations (October 2024 – December 2024)

## Open Complaint Investigations = 36

1. Unlicensed practice – license lapse, unlicensed tech, unlicensed establishment.
2. Unprofessional conduct – under influence of substance, sexual touch.
3. Supervision.
4. Piercing of minor without parental consent.
5. Health & Safety- Infection from tattoo, unsanitary conditions.



# Licensing, Certification and Registration (LCR) Report



## License Counts as of December 17, 2024:

- Establishments = 366
- Temporary Body Art Events = 32 in 2024
- Guest Licenses:
  - Tattooist = 495
  - Piercer = 9
- Temporary Body Artists:
  - Tattooist = 303
  - Piercer = 26
  - Dual = 11
- Full Body Artists:
  - Tattooist = 1457
  - Piercer = 135
  - Dual = 73





# MDH eLicensing System Review: Establishments and Temporary Event Applications

This presentation will review:

- How to access the MDH e-Licensing System.
- How to complete an application for a new establishment or new body art temporary event application.
- How to “claim” your license if you currently have an establishment license.

# Accessing MDH e-Licensing System

## New establishments

If you want to open a body art establishment in the State of Minnesota, you will need to complete the Body Art Establishment Application online at the MDH e-Licensing System.

This is for establishments and temporary events.

Different than the Body Art Technician Licensing System.

Access link through the “For Establishments” section on our website: [Body Art - MN Dept. of Health \(https://www.health.state.mn.us/facilities/providers/bodyart/index.html\)](https://www.health.state.mn.us/facilities/providers/bodyart/index.html)

# Select the application type (1/2)

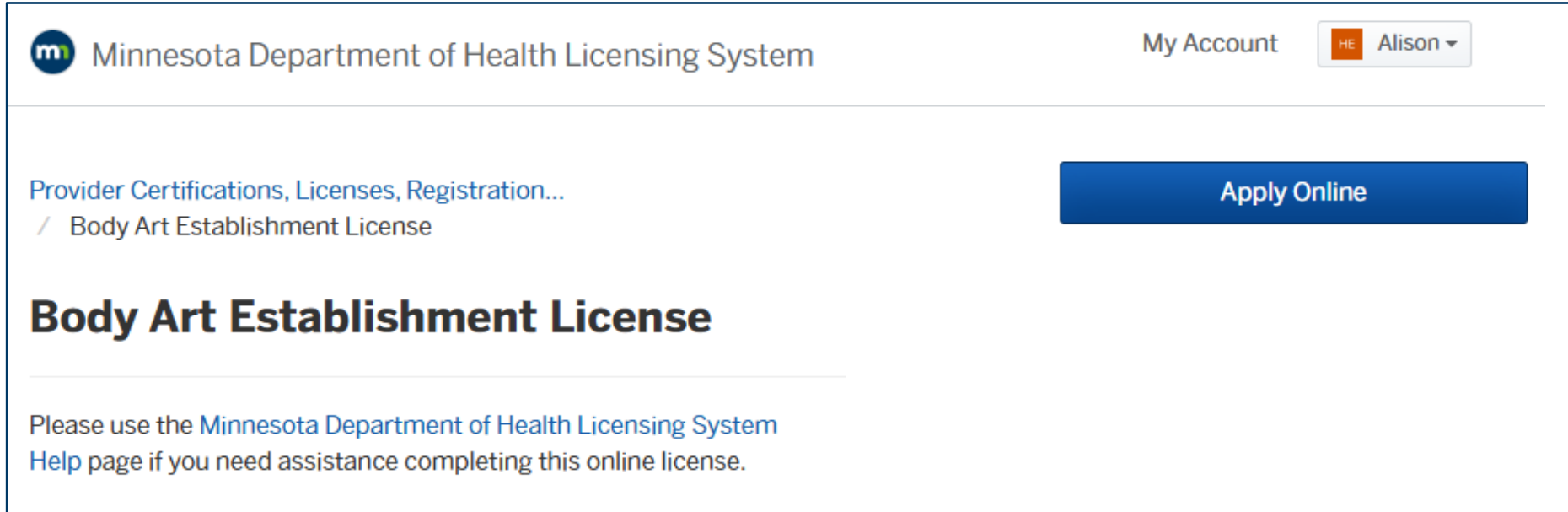
The screenshot shows the user interface of the Minnesota Department of Health Licensing System. At the top left is the logo and name 'Minnesota Department of Health Licensing System'. At the top right, there is a 'My Account' link and a user profile for 'Alison'. A large banner with a geometric pattern contains the text 'Provider Certifications, Licenses, Registrations, and Rosters'. Below this, there is a section titled 'Apply Online' which contains a table of application options.

Application Type	Action
Body Art Establishment License	Select
Body Art Event Permit	Select
Spoken Language Health Care Interpreter Roster	Select

Select the license for which you are applying for a:

- Body Art Establishment
- Body Art Event Permit

# Select the application type (2/2)



The screenshot shows the Minnesota Department of Health Licensing System website. At the top left is the logo and name. At the top right is a 'My Account' section with a user profile for 'Alison'. The main content area shows a breadcrumb trail: 'Provider Certifications, Licenses, Registration...' followed by 'Body Art Establishment License'. A prominent blue button labeled 'Apply Online' is positioned to the right of the breadcrumb. Below the breadcrumb, the title 'Body Art Establishment License' is displayed in a large, bold font. At the bottom of the page, there is a helpful message: 'Please use the Minnesota Department of Health Licensing System Help page if you need assistance completing this online license.'

- Application will guide you through submitting the application online.
- Payment will be at the end of the application process.

# Page Review (1/2)

Step 2 of 11 ·

Save Draft and Exit

## Jurisdictions Not Regulated by Minnesota Department of Health

Body art establishments located in the following cities and counties are **not regulated by the Minnesota Department of Health** and do not submit an application to the Minnesota Department of Health; instead you must apply with your local jurisdiction:

- Anoka County
- Hennepin County
- Steele County
- City of Minneapolis
- City of Maplewood
- City of Brooklyn Park
- City of Bloomington
- City of Richfield
- City of Edina

< Back

Next >

Each page will:

- Display step number.
- Have a “Save Draft and Exit” option.
- Allow you to go “Back” or “Next”.

# Page Review (2/2))

Step 3 of 11 · [Save Draft and Exit](#)

**Owner or Operator Information (required) \***

This section is required.

For each individual owner and/or operator of your establishment, provide the following information. Home address will be disclosed to anyone requesting it pursuant to [Ch. 13.41 MN Statutes, Subdivision 2.](#)

[Add Owner or Operator Information \(required\)](#)

[< Back](#) [Next >](#)

Each page may also:

- Inform you if the information is required (by \* symbol).
- Have a link to the statute requiring the information.



# Attachments

Step 11 of 11 ·

Save Draft and Exit

## Attachments

Include any additional files with your submission. Any box marked "Required" is required to submit your application. Please note the maximum allowed file size for any upload is 100 MB.

Attachment	File	
Business Licenses, Proof of Sales and Tax Certificate <b>Required</b>	No file uploaded	<a href="#">Upload</a>
Zoning Clearance by Jurisdiction <b>Required</b>	No file uploaded	<a href="#">Upload</a>
Floor Plan <b>Required</b> Demonstrate compliance with the health and safety standards: Include dimensions and equipment placement; as well as location of accessible hand sink(s)	No file uploaded	<a href="#">Upload</a>
Documentation of LLC or Corporation filing with Secretary of State <b>Required</b>	No file uploaded	<a href="#">Upload</a>
<a href="#">Add attachment</a>		

## Attachment changes:

- **Zoning Clearance by Jurisdiction:** Must be signed by all local jurisdictions and uploaded to complete the application.
- **Forms:** Applicants must attest that the disclosure and authorization and consent forms will be used and contain all required items in the statute.

## Provisional Payment

**Due Now.** Please make a payment in order to continue.

**If not paying online, do not send cash or temporary/starter checks.**

**Your application is considered incomplete until payment has been applied.** Please print your 'payment due' email, along with the Total Fee Amount made payable to the Minnesota Department of Health, using a cashier's check, money order, or personal check and mail to:

### HEALTH OCCUPATIONS PROGRAM

Body Art Licensing  
PO Box 64882  
St. Paul MN 55164-0882  
Telephone: (651)201-4200

#### Body Art Establishment License

Establishment Fee	\$1,500.00
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<b>Total Fee Amount</b>	<b>\$1,500.00</b>
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#### Payment Method

- Pay with a Credit Card  
Processing fee will be calculated at checkout
- Pay using your bank account  
Processing fee will be calculated at checkout
- Pay with check, cash, or another method  
No processing fee

- Can pay online by credit card or bank account.
- If you are not wanting to pay online, please contact us.
- Application is not submitted until payment is made.

# After application has been submitted (1/4)

1. MDH staff will review your application.
2. If your application meets all the requirements, you will receive an email from MDH informing you to log into your account and print your license.
3. MDH staff will contact you via the eLicensing System if there are questions about the application.
4. MDH can also “reopen” application sections if clarifications are needed.
5. Applicants can also track applications through the eLicensing System.

# After application has been submitted (2/4)

Minnesota Department of Health Licensing System

My Account HE Alison

Back Home

### Your Applications

ID	Type	Location	Date Created	Status
BAE-369	Body Art Establishment License		Dec 15, 2024	Active

Your Records

- Applications
- Projects
- Permits & Docs
- Payments
- Inspections

Ways to track submitted application:

- Under “My Account” click “Applications”.

# After application has been submitted (3/4)

Body Art Establishment  
License  
**BAE-369**

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**Your Submission**

Attachments

Guests (0)

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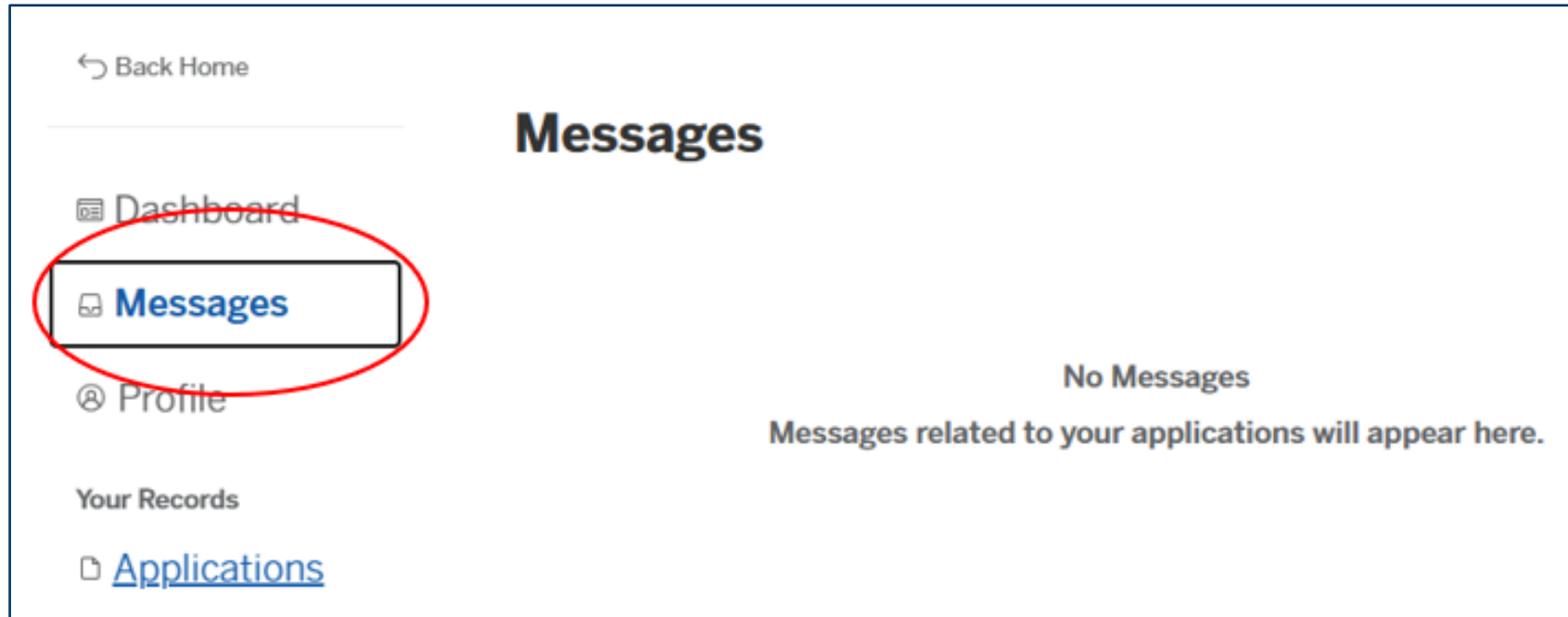
**▶ Provisional Payment**

MDH Staff: Review Application

MDH Staff: Provisional License  
Decision

Can view the step the MDH staff is in for each application.

# After application has been submitted (4/4)



## Communication:

- Will come through the messaging system within the e-Licensing system.
- You will get an email when a message is sent.

# If application has been approved

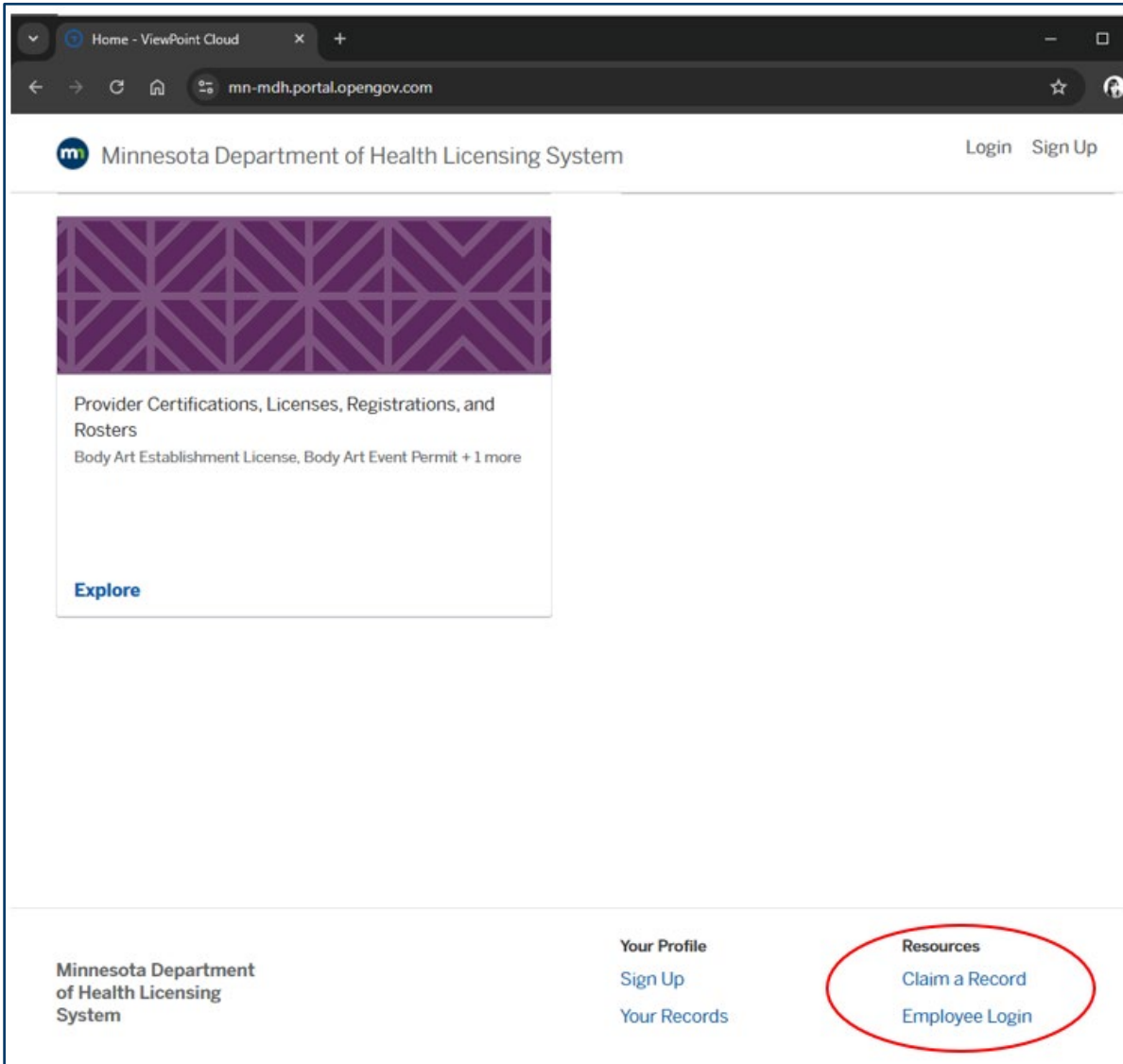
The screenshot displays the e-Licensing System interface for an application. The top navigation bar includes sections for **Details** (Submitted on [redacted]), **Attachments** (7 files), and **Activity Feed** (Latest activity on Nov 27, 2024). Below this, the **Applicant** information is shown as [redacted] and the **Location** is listed as --. Action buttons for **View** and **Edit Workflow** are present. The main workflow area shows a sequence of steps: **Provisional Payment** (Paid Nov 26, 2024 at 8:56 am), **MDH Staff: Review Application** (Completed Nov 26, 2024 at 9:19 am), **MDH Staff: Provisional License ...** (Completed Nov 26, 2024 at 12:05 ...), and **Provisional Body Art Establishment Li...** (Issued Nov 26, 2024 at 12:05 pm). The final step is circled in red.

Print license from the e-Licensing System:

- License must be displayed per [Minnesota Statutes, chapter 146B.02, subd. 5](https://www.revisor.mn.gov/statutes/cite/146B.02#stat.146B.02.5) (<https://www.revisor.mn.gov/statutes/cite/146B.02#stat.146B.02.5>).

Please note: Temporary event permits can also be printed, but the permit is not valid until signed by MDH evaluator.

# Claiming a record (1/2)



Home - ViewPoint Cloud

mn-mdh.portal.opengov.com

Minnesota Department of Health Licensing System

Login Sign Up

Provider Certifications, Licenses, Registrations, and Rosters  
Body Art Establishment License, Body Art Event Permit + 1 more

Explore

Minnesota Department of Health Licensing System

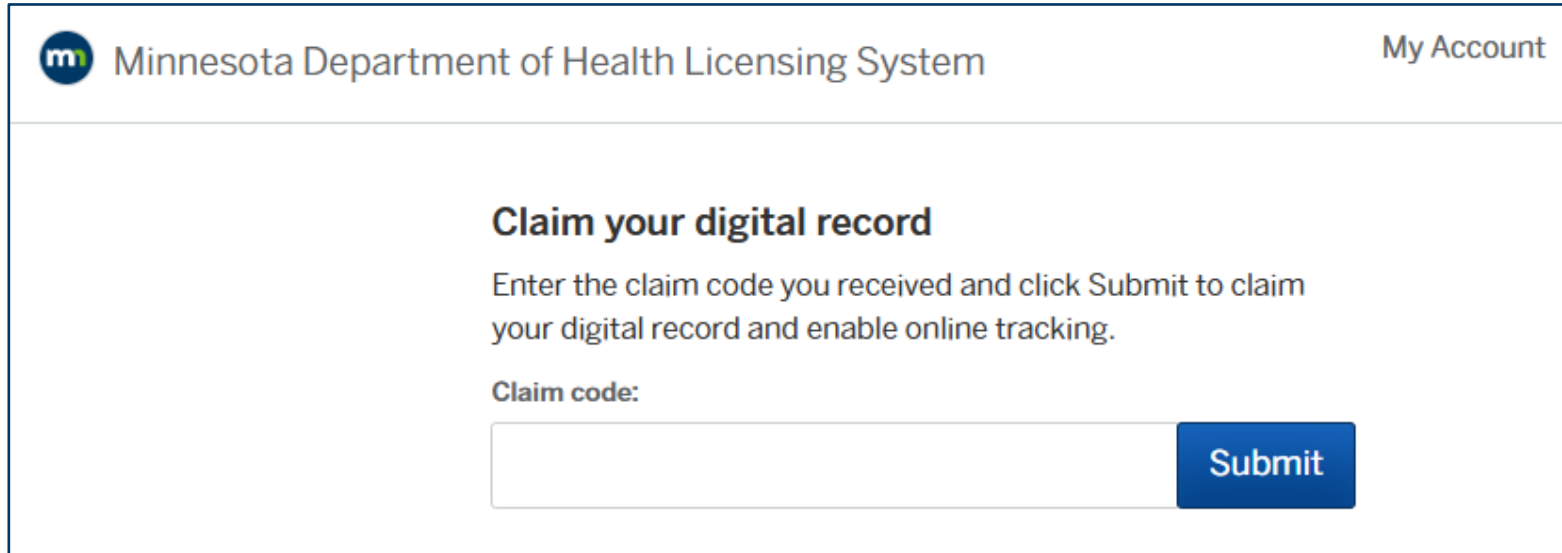
Your Profile  
Sign Up  
Your Records

Resources  
Claim a Record  
Employee Login

- Only for those who currently have a body art establishment license.
- Claim codes were emailed to operators in December.
- Important to claim so that you will receive renewal notices moving forward.



# Claiming a record (2/2)



The screenshot shows a web interface for the Minnesota Department of Health Licensing System. At the top left is the logo and name, and at the top right is a link to 'My Account'. The main content area is titled 'Claim your digital record' and contains instructions to enter a claim code and click 'Submit'. Below the instructions is a text input field labeled 'Claim code:' and a blue 'Submit' button.

Minnesota Department of Health Licensing System My Account

**Claim your digital record**

Enter the claim code you received and click Submit to claim your digital record and enable online tracking.

Claim code:

- Enter the claim code from the email sent.
- Click “Submit”.
- You will want to follow the prompts on the pages to update your account information.

# Updating applicant information (1/2)

- Update information as needed by going into “Profile” and clicking “Edit Profile.”

← Back Home

Dashboard

Messages

**Profile**

Your Records

Applications

Projects


Permits & Docs

Payments

Inspections

## Your Profile

**Personal Profile** [Edit Profile](#)

<b>First Name</b>	<b>Avatar</b>	
Alison		
<b>Last Name</b>	Helm	
<b>Email address</b>	alison.helm@state.mn.us	
<b>Phone Number</b>	6512014206	
<b>Address 1</b>	<b>Address 2 (Optional)</b>	
85 e 7th place		
<b>City</b>	<b>State</b>	<b>ZIP/Postal Code</b>
st. paul	mn	55101

# Updating applicant information (2/2)

**Your Profile**

Personal Profile

First Name


Last Name

Email address

Phone Number

Address 1

City

Avatar  
 [Change](#)

Address 2 (Optional)

State

ZIP/Postal Code

[Reset Password](#)

[Cancel](#) [Save](#)

- Make changes (including “Reset Password”) and click “Save”.
- Important for MDH to have all correct and updated information for an applicant/licensee.

# Multiple Owners

Body Art Establishment License  
**BAE-369**

Your Submission

Attachments

**Guests (0)**

Provisional Payment

MDH Staff: Review Application

MDH Staff: Provisional License Decision

### Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

Guest's Email

Enter guest's email here...

Grant Access

No guests with access to this record yet

- If there are multiple owners for an establishment, each owner can have access.
- This can be done by granting access to guests under “Application Information” once the application has been submitted or the record has been claimed.

Please refer to our website for e-Licensing system information at

[MDH Licensing System Help](#)

<https://www.health.state.mn.us/about/tools/licensingsite.html>

## Body Art Licensing Contact Information

- Call: 651-201-4200
- Email: [health.ba@state.mn.us](mailto:health.ba@state.mn.us)
- Mail correspondence to:
  - Minnesota Department of Health
  - Health Occupations Program
  - Attn: Body Art
  - PO Box 64882
  - St. Paul, MN 55164-0882

Next Meeting: March 18, 2025

Please send agenda topics to  
Debbie Thao at:

[Debbie.Thao@state.mn.us](mailto:Debbie.Thao@state.mn.us)



**Q1:** If our shop is in Minneapolis and there's an event outside of the city will there any hiccups since we don't have a Minnesota State Establishment License?

**A1:** No, you can apply for a temporary event license for an event that will occur within MDH jurisdiction. The establishment license # field on the application is not required.

**Q2:** I haven't received the claim code. Who do I reach out to for that?

**A2:** If you need your claim code, e-mail [health.ba@state.mn.us](mailto:health.ba@state.mn.us) with your establishment name and owner name.



**Q3:** Is the claim code only for body art establishments?

**A3:** Yes, the claim code is for licensed body art establishments only.

**Q4:** Are the recordings for these meetings posted anywhere?

**A4:** The slides presented today will be posted to our website in the coming weeks.

The below is in response to an email received:

**Q4:** Are the laws that have to do with body art on the state level coming from a committee through our representatives? What is the committee called and where can I access what representatives are part of it? Do you know if any tattooers or piercers are working with those representatives or consulted by the committee? Are there any lobbyists representing the tattoo artists on the state level?

**A4:** While the department can draft legislative proposals, most bills are brought forth by an outside party to their legislator. Information relating to the legislative process was presented by a member of the HRD legislative team in the September 2024 industry meeting. The topics of interest brought up by the industry focused on the fee (establishment and technician), separation of licensure for tattooist and permanent makeup, apprenticeship, and exceptions for licensure.

Currently, the division is not aware of a lobbyist or anyone in the industry working with a representative/senator to propose statutory language change. HRD would encourage you and your colleagues to connect with your local representative/senator. These are the individuals who can champion and move your recommendations forward.

Health related topics are covered in the Senate Health and Human Services Committee and the House Health Finance and Policy Committee. You can find your legislator here: [Minnesota State Legislature \(https://www.leg.mn.gov/\)](https://www.leg.mn.gov/).

# Thank You!

**Health Regulation Division,**  
*Minnesota Department of Health*  
651-201-4200