

Weber-Morgan Health Department

COSMETOLOGY FACILITIES & MOBILE COSMETOLOGY SERVICES GUIDANCE

1.0 Definitions.

As used in this guidance:

- 1.1 **Cosmetologist** means an individual licensed by the State of Utah Division of Occupational and Professional Licensing to perform cosmetology; or any person engaged in the practice of cosmetology for the public generally, with or without compensation, whether as owner, operator, instructor, demonstrator, manicurist.
- 1.2 **Cosmetology** means any one or a combination of the following practices when for cosmetic purposes only:
 - a. Cleansing, beautifying, or applying oils, creams, antiseptics, clays, lotions, or other preparations, either by hand or by mechanical or electrical appliances to the face, neck, and/or the head;
 - b. Styling, arranging, dressing, curling, waving, permanent waving, cleansing, singeing, bleaching, dyeing, tinting, coloring, or similarly treating the hair of the head of a person;
 - c. Cutting, clipping, barbering, or trimming the hair of a person by the use of scissors, shears, clippers, or other appliances;
 - d. Arching eyebrows or tinting eyebrows or eyelashes;
 - e. Removing superfluous hair from the face, neck, shoulders;
 - f. Manicuring;
 - g. Electrolysis; or
 - h. Esthetics.
- 1.3 **Cosmetology Facility** means any barber shop, beauty salon location, structure, dwelling, or business where cosmetology is performed.
- 1.4 **Department** means the Weber-Morgan Health Department.
- 1.5 **Director** means the Weber-Morgan Health Department Director of Health or his/her authorized representative.
- 1.6 **Dwelling** means any building or shelter or part thereof that is intended or used, rented, leased, let or hired out for human habitation.
- 1.7 **Dwelling Unit** means a room or group of rooms located within a dwelling forming a single habitable unit with facilities intended or used for living, sleeping, cooking, or eating or any combination.
- 1.8 **Electrolysis** means the practice of removing superfluous hair from a person by the use of electrical current.
- 1.9 **Esthetics** means the nonmedical care of skin.
- 1.10 **Hot Water** means water heated to a temperature of not less than 100° Fahrenheit (38° Celsius) at the outlet.
- 1.11 **Infectious Waste** means a solid waste that contains or may reasonably be expected to contain pathogens of sufficient virulence and quantity that exposure to the waste by a susceptible host could result in an infectious disease.

- 1.12 **Manicuring** means the practice of cutting, trimming, lacquering, polishing, coloring, cleansing the nails, massaging, cleaning, treating, applying or removing artificial finger and/or toe nails, beautifying the hands, fingers, feet, and toes of any person.
- 1.13 **Operator** means an establishment or mobile cosmetology service or person who owns, leases, or manages a cosmetology establishment or mobile cosmetology service.
- 1.14 **Owner** means any person who alone or jointly with others:
- a. Has legal title to any premises, cosmetology facility, or temporary cosmetology facility with or without accompanying actual possession thereof; or
 - b. Has charge, care, or control of any premises, cosmetology facility or temporary cosmetology facility, as legal or equitable owner, agent of the owner, lessee, or is an executor, executrix, administrator, administratrix, trustee, or guardian of the estate of the owner.
- 1.15 **Person** means any individual, public or private corporation and its officers, partnership, association, firm, trustee, executor or an estate, the State or its departments, institutions, bureau, agency, county, city, political subdivision, or legal entity recognized by law.
- 1.16 **Personal service station** means a booth, table, or chair in which a personal service is provided. Examples include, but are not limited to hair stylist chairs, pedicure chairs, and nail services tables.

2.0 Construction and Operation Requirements for Cosmetology Facilities.

Unless otherwise ordered or approved by the Department, each cosmetology facility shall be constructed, operated, and maintained to meet the following minimum requirements:

- 2.1 Access to the toilet and hand washing sink shall not be through a sleeping room other than those belonging to the client.
- 2.2 Cosmetologists shall not practice cosmetology in rooms in which they regularly use for eating, cooking, or sleeping.
- 2.3 The surfaces on the walls and floors of a cosmetology facility shall be impervious, easily cleanable, maintained, clean, and in good repair. A floor covering such as carpeting or similar material may not be installed as a floor covering in personal service stations or toilet facilities.
- 2.4 Each cosmetology facility shall have a toilet and a hand washing sink with hot and cold water on the premises and in close proximity accessible to patrons and provided with liquid hand soap and single use towels. All toilet facilities shall be maintained in a clean and sanitary condition.
- 2.5 A hand washing facility shall be accessible to all personal service stations.
- 2.6 Toilet facilities should have tight fitting, self closing doors that can be locked from the inside. All women's or uni-sex toilet facilities shall be provided with a covered waste receptacle. Access to toilet facilities shall not be through living quarters.
- 2.7 No toilet or toilet room hand washing facilities shall be used for the practice of cosmetology.

- 2.8 All toilet facilities shall comply with the plumbing code as adopted by the State of Utah.
- 2.9 Shampoo basins and pedicure foot baths shall be designed to protect the water supply from contamination due to back-siphonage, and used in a manner which does not create a cross connection.
- 2.10 A cosmetology facility located in a residence shall have one dedicated toilet facility for the exclusive use of patrons and cosmetologists during business hours. The toilet facility shall have a hand washing sink with hot and cold running water, liquid hand soap, and single use towels. The surfaces in the toilet facilities shall be impervious, easily cleanable, in good repair, and maintained at least daily. Access to the toilet facilities shall not be through a sleeping room other than the clients.
- 2.11 Each cosmetology facility shall be equipped with a closed cabinet or container for clean instruments, towels, and linens. The cabinet shall be constructed of impervious material.
- 2.12 Soiled towels and linens shall be placed in closed containers after use and shall be kept separate from cabinets or containers for clean towels and linen.
- 2.13 Adequate waste containers shall be provided and used for storage of solid waste. The storage, transport, and disposal of solid waste shall comply with applicable laws.
- 2.14 Any disposable sharp objects that come in contact with blood or other body fluids shall be disposed of in a leakproof, rigid, puncture resistant containers such as cartons or metal cans that are taped closed or equipped with tight fitting lids to preclude loss of the contents. The container shall be clearly labeled "INFECTIOUS WASTE" and disposed of in accordance with applicable laws.
- 2.15 Common hair brushes, shaving mugs, shaving brushes, sponges, powder puffs, razors and styptic pencils should not be used. Neck dusters may be used if they are sanitized with an ultraviolet light between patrons. Neck dusters need to be washed with soap and water and allowed to air dry daily. Hair brushes should be washed with soap and water, rinsed in running water, disinfected, rinsed, and then allowed to air dry. Clipper heads should be cleaned with a stiff bristle brush. Razor straps shall be kept clean.
- 2.16 All areas of the cosmetology facility shall be provided with adequate ventilation. Areas where personal service stations are located shall be ventilated with at least six changes of air per hour.
- 2.17 Areas where personal service stations are located shall be illuminated to provide at least 30 foot candles of illumination. Other rooms of the cosmetology facility shall be capable of being illuminated sufficiently to allow proper cleaning and sanitizing.
- 2.18 A sufficient supply of clean brushes, combs, neck strips, and disinfectant shall be available to the cosmetologist at all times.
- 2.19 A separate entrance opening directly into the cosmetology facility, or opening directly into a hall or stairway leading directly to the cosmetology facility shall be provided.
- 2.20 Openable windows shall be effectively screened against insects, rodents, and other vermin.

- 2.21 Suitable storage space for custodial equipment and supplies shall be provided in an area separate from toilet rooms and in the rooms where cosmetology is performed.
- 2.22 Laundry equipment, if provided in a cosmetology facility shall be located in an area separate from patrons, toilet rooms and the rooms where cosmetology is performed.

3.0 Cleaning and Maintenance.

- 3.1 All tables, counters, equipment, chairs, and other surfaces in the cosmetology facility shall be constructed of smooth, durable, impervious, and easily cleanable materials and shall be kept clean and in good repair.
- 3.2 Equipment, tools, instruments, and appliances used for cosmetology shall be cleaned and disinfected prior to use on each patron. The following methods of disinfection are approved:
 - a. Dry heat and temperature of 338° Fahrenheit (170° Celsius) for at least one hour;
 - b. Sodium Hypochlorite solution of 200 parts per million of chlorine for at least two minutes.
 - c. Formalin in 10% solution for at least 20 minutes.
 - d. Quaternary ammonium solutions of 1,000 parts per million for 10 minutes;
 - e. 70 percent solution of alcohol for 20 minutes;
 - f. Boiling water at 212° Fahrenheit (100° Celsius) for 15 minutes;
 - g. Steam sterilization at 15 pounds (one atmosphere) pressure at 248° Fahrenheit (120° Celsius) for 30 minutes;
 - h. Effective germicidal oils for clipper heads and effective germicidal powders for brushes; and
 - i. Other methods as approved by the Director.
- 3.3 Foot spa basins shall be cleaned and disinfected prior to use on each patron. The following method is approved:
 - a. Drain the water from the foot spa basin or bowl and remove any visible debris.
 - b. Clean the surfaces of the foot spa with soap or detergent, rinse with clean water, and drain.
 - c. After cleaning, disinfect the surfaces with an EPA registered hospital disinfectant according to the manufacturer's directions on the label. Surfaces must remain wet with the disinfectant for 10 minutes or the time stated on the label which may be shorter.
For whirlpool foot spas, air-jet basins, "pipe-less" foot spas, and other circulating spas, it is best to disinfect by filling the basin with clean water, adding the appropriate amount of liquid disinfectant, and turning the unit on to circulate the disinfectant for the entire contact time.
 - d. After disinfection, drain and rinse with clean water.
- 3.4 In addition to cleaning and disinfecting prior to each patron, whirlpool foot spas, air-jet basin, "pipe-less" foot spas, and other circulating spas are to be cleaned and disinfected nightly. The following method is approved:

- a. Remove the filter screen, inlet jets, and all other removal parts from the basin and clean out any debris trapped behind or in them.
 - b. Using a brush, scrub these parts with soap or detergent.
 - c. Rinse the removed parts with clean water and place them back into the basic apparatus.
 - d. Fill the basin with clean water and add an EPA registered hospital disinfectant, following label directions. Turn the unit on and circulate the system with the liquid for 10 minutes, or the label indicated time if different. The whirlpool mechanism of the tub must be operating for the entire disinfection period so the piping and internal components that contain hidden bacteria are disinfected.
 - e. After disinfection, drain, rinse, and air dry.
- 3.5 In addition to cleaning and disinfecting prior to each patron, simple foot spa basins with no circulation are to be cleaned and disinfected nightly. The following method is approved:
- a. Drain the basin and remove any visible debris.
 - b. Scrub the bowl with a clean brush and soap. Rinse and drain.
 - c. Disinfect basin surfaces with an EPA registered hospital disinfectant, following manufacturer's instructions. Surfaces must remain wet with the disinfectant for 10 minutes or the contact time stated on the label.
 - d. Drain the basin, rinse with clean water, and let air dry.
- 3.6 Disinfection solutions shall be maintained free from excessive amounts of sediment, and changed according to manufacturer's specifications. Disinfection and sterilizing equipment shall be kept clean and in good repair at all times.
- 3.7 Containers, drawers, and cabinets used for the storage of supplies, clean linens, and disinfected equipment shall be kept clean and sanitary at all times.
- 3.8 All non-disinfected instruments shall be placed in a properly labeled, covered receptacle.
- 3.9 No equipment used for cosmetology shall be left exposed on work stands, but shall be cleaned, disinfected, and placed in a clean closed drawer or cabinet containing a sanitizing agent(s) approved by the Director.
- 3.10 Each cosmetology facility shall be provided with clean, sanitized towels and linen in sufficient quantity, and the towels and linen shall be cleaned and sanitized after use on each patron. All cleaned and sanitized towels and linen shall be stored in a reasonably airtight clean cabinet(s).
- 3.11 All soiled towels and linens shall be stored in a properly labeled, covered receptacle.
- 3.12 The headrest on each chair shall be provided with a clean and sanitized towel or paper for each patron. Headrest towels or papers shall be cleaned and sanitized or disposed after each use.
- 3.13 If capes are not washed between patron use, single use neck strips or clean towels shall be placed around a patron's neck so that the haircloth or cape does not come in contact with the skin of the neck. Neck strips shall be discarded after use on each patron. Hair cloths and capes shall be clean and in good repair at all times.
- 3.14 All disposable articles, including, but not limited to, emery boards, makeup applicators, razors, and permanent wave end papers shall not be reused.

- 3.15 Hair clippings shall be removed and properly disposed as necessary.
- 3.16 Creams, unguents, and waxes shall be removed from containers with clean spatulas for each use. Creams, unguents, and waxes shall be kept in closed containers. Eyebrow pencils shall be sharpened after each use. The use of a glass or other container for the dipping of combs or other instruments is prohibited.
- 3.17 Prior to placing any hairpiece on the head of a patron, the patron's head shall be covered with a protective cap. Protective caps shall be either the single service type or shall be cleaned and sanitized prior to each use.
- 3.18 All hairpieces or wigs on display or available for sale, demonstration, or rent, shall be kept sanitary.
- 3.19 Separate storage facilities shall be provided for soiled or unsanitized hairpieces or wigs.
- 3.20 Hairpieces or wigs removed from any cosmetology establishment either through sale, loan, or rental shall be thoroughly sterilized prior to resale, loan, or rental in a way approved by the Director.

4.0 Cosmetologists and Patrons.

- 4.1 All cosmetologists shall be licensed by the Utah Division of Occupational and Professional Licensing and present proof of licensure upon departmental request.
- 4.2 All cosmetologists shall be clean and wear clean outer garments while performing cosmetology. All employees and operators shall maintain a high degree of personal cleanliness, and conform to good hygienic practices while on duty.
- 4.3 Each cosmetologist shall wash his or her hands immediately before and after performing cosmetology on each patron, and as often as necessary to remove soil and contamination. An operator shall thoroughly wash his or her hands immediately after using the toilet, smoking, or eating.
- 4.4 Combs and other instruments used for cosmetology shall not be placed or carried in the pockets of the cosmetologist.
- 4.5 No cosmetologist shall knowingly serve any patron who is afflicted with impetigo, barber's itch, pediculosis (lice and nits), or tinea fungi (ringworm) or any other suspected contagious condition.
- 4.6 Cosmetologists shall not remove or attempt to remove a wart or mole or treat any disease of a patron.
- 4.7 Cosmetologists shall not perform cosmetology if they have a contagious disease.
- 4.8 A predisposition test shall be given a patron before application of an aniline derivative tint.
- 4.9 The owner or operator shall report to the Director any case of disease, dermatitis, or serious injury that occurs as a result of a cosmetology service provided in their facility.
- 4.10 Liquid or powdered styptic or astringent may be used and shall be applied with a clean spatula or sterilized, single-service gauze or cotton.
- 4.11 The owner or operator must ensure that the use of products in the cosmetology facility meets the following requirements:
 - a. All liquids, cosmetics, creams, gels, pastes, powders, and other products are kept in clean, closed containers;

- b. Original product bottles and containers have an original manufacturer label, which discloses their contents;
 - c. When only a portion of the product is to be used on a client, the product is removed from the container by a spatula, scoop, spoon, or dropper so that the product does not come in direct contact with the client and to assure the remaining product is not contaminated; and
 - d. If a product is poured into another container, such as a shaker, dispenser pump container, or spray container, the container is labeled to identify the product.
- 4.13 The owner or operator must ensure that a Material Safety Data Sheet (MSDS) for every product pertaining to cosmetology client services is accessible at all times, to all employees.
- 4.14 Pets or other animals shall not be permitted in a facility at any time. This prohibition does not apply to trained guide dogs for the disabled, sightless, or hearing impaired or to fish in aquariums.
- 4.15 Restrict eating and drinking to designated areas. Closed beverage containers are allowed at personal service stations.