

EAST HARTFORD HEALTH DEPARTMENT SALON INSPECTION PROGRAM POLICY

BACKGROUND

The State of Connecticut has passed legislation concerning inspection oversight of barbershops, hairdressing shops, salon shops, nail salons, and other services as described in Section 1 of this Policy. The purpose of this Policy is to provide specific criteria for the inspection of said establishments. All barbershops, hairdressing shops, salon shops, and nail salons in existence as of the date of this Policy are subject to the provisions of the Salon Inspection Program and will be implemented by the Director of Health or his/her authorized agent. All new establishments that open after the effective date of this policy must be in full compliance with this Policy prior to beginning operation.

AUTHORITY

This Policy is authorized and promulgated pursuant to Connecticut General Statutes Section 19a-231 and Sections 20-234 through Section 20-265. CT General Statutes Section 19a-231 states, in part: "...the director of health for any town, city, borough or district department of health, or the director's authorized representative, shall, on an annual basis, inspect all salons within the director's jurisdiction regarding their sanitary condition..."

SECTION 1. DEFINITIONS

- A. Salon Establishment:** For the purpose of this policy, the term "Salon Establishment" shall include all barber shops, hairdressing shops, nail salons, and other service providers (including but not limited to those providing facials, hair waxing, hair braiding and eyebrow arching or "threading") that offer and provide said services.
- B. Barbering:** Includes the following described practices when performed by a barber licensed in the State of Connecticut upon the head, face, scalp, or neck for cosmetic purposes only:
- The cutting, trimming, or shaving of the hair;
 - Singeing, shampooing, dyeing, coloring, or styling of the hair;
 - The application of cosmetic preparations, hair tonics, antiseptics, powders, oils, clays, creams, or lotions; and
 - Giving facial and scalp massage, or the application of oils, creams, lotions, or other preparations by hand or by mechanical appliances

- C. Barbershop:** Any establishment engaged in the practice of barbering for the public.
- D. Communicable Disease Statement:** A statement posted in the establishment stating "No person known to be affected with any communicable disease in an infectious stage shall engage in barbering, hairdressing or salon services." Must be located in an area visible to all employees.
- E. Director of Health:** The Director of Health of East Hartford, CT, or his/her duly authorized representatives.
- F. Disinfectant:** Environmental Protection Agency (EPA) registered product with demonstrated bactericidal, virucidal and fungicidal activity used in accordance with manufacturer's instructions.
- G. Esthetician:** A person, licensed by the State of CT, who engages in the practice of Esthetics, meaning services related to skin care treatments including, but not limited to:
- Cleansing, toning, stimulating, exfoliating or performing any similar procedure on the human body while using cosmetic preparations, hands, devices, apparatus or appliances to enhance or improve the appearance of the skin;
 - makeup application;
 - beautifying lashes and brows; or
 - removing unwanted hair using manual and mechanical means
- H. Eyelash Technician:** A person, licensed by the State of CT, who for compensation performs individual eyelash extensions, eyelash lifts or perms and eyelash color tints.
- I. Hairdressing and Salon:** Includes the following described practices performed upon the head, face, scalp, arms, hands, body, legs, and feet for cosmetic purposes only:
- Dressing, arranging, curling, waving, weaving, cutting, singeing, relaxing/straightening, bleaching, and coloring hair;
 - Treating the scalp, face, neck and arms by massaging, cleansing, exercising, stimulating, beautifying, or manipulating with the hands or mechanical appliances;
 - Application of cosmetics, preparations, antiseptics, tonics, lotions, creams, powders, oils, clays or sprays; or
 - Manicuring of the nails of the hand, and for cosmetic purposes only: trimming, filing, and painting the healthy nails of the feet, excluding cutting nail beds, corns, calluses, or other medical treatment involving the foot or ankle.
- J. Hearing:** A meeting between the establishment owner and the Health Department to discuss issues concerning the establishment.
- K. Imminent Hazard:** An imminent hazard to the public health, as indicated on the inspection form, shall include but is not limited to, any one of the following:

- An ongoing outbreak of an infectious, pathogenic, or toxic agent capable of being transmitted to consumers;
 - The absence of potable water, supplied under pressure, in a quantity which in the opinion of the Director of Health is capable of meeting the needs of the facility;
 - A sewage backup into the facility;
 - An unlicensed individual performing procedures requiring licensure by the Connecticut General Statutes or the Connecticut Public Health Code;
 - The absence of, or improper use of an approved disinfectant; or
 - Re-use of single use/disposable items, unless stored in a separate closed, clean container labeled with the patron's name and used only on that patron.
- L. License to Operate a Salon Establishment:** An annual certificate generated by the East Hartford Health Department and provided to the Salon Establishment after all requirements for licensure have been met. The License must be posted prominently in the salon/shop.
- M. Nail Technician:** A person, licensed by the State of CT, who cuts, shapes, colors, cleanses, polishes, or enhances the appearance of the nails of the hands or feet, including but not limited to, the application and removal of sculptured or artificial nails.
- N. Nail Salon:** An establishment, kiosk, or site that offers, provides, permits, or allocates space for the manicuring of finger nails and pedicuring of toe nails or utilizes resins, plasticizers, solvents, pigment, cream, emollient, adhesives, paints or compressed air brush equipment for the purpose of treating, painting, repairing, and enhancing of finger nails and toe nails.
- O. Owner:** A business entity or person that owns a shop/salon establishment and is responsible for upholding the requirements of this policy in all areas of the establishment, including rented and leased work areas and work stations.
- P. Operator:** A business entity or person that owns, leases or manages a shop/salon establishment or any person who is performing tasks allowed under the scope of this policy, the Connecticut Public Health Code, and the Connecticut General Statutes.
- Q. Shampoo Station:** A shampoo bowl (sink) and a shampoo chair.

- R. **Single Use Item:** Any item that because of its construction or use cannot be easily cleaned and/or disinfected. Single-use items are to be used only once and then disposed of.
- S. **Utility Sink:** A sink used for cleaning of surfaces and equipment within the establishment.
- T. **Work Area:** Any room where a salon service is provided.
- U. **Work Station:** A chair, countertop, and floor space set aside for the purpose of serving a customer, including floor space for the operator to stand while serving the customer.

SECTION 2. LICENSE TO OPERATE A SALON ESTABLISHMENT

- A. No business entity or individual shall operate a Salon Establishment that employs hairdressers and cosmeticians, estheticians, eyelash technicians or nail technicians unless that establishment is under the management of a licensed hairdresser and cosmetician, licensed esthetician, licensed eyelash technician, or a licensed nail technician, per CGS Sec. 20-265h(a).
- B. No business entity or individual shall operate a Salon Establishment consisting of a barbershop unless such person has been licensed as a registered barber for not less than two years, per CGS sec. 20-238(b)
- C. No salon establishment shall operate without submitting a Salon Establishment Application to the Director of Health.
- D. Application for a Salon Establishment License shall be made through the Town of East Hartford's online permitting portal, wherein the applicant shall provide pertinent information as required by the Director of Health. The permitting portal may be accessed from the following link: <https://easthartfordct.viewpointcloud.com>
- E. Every Salon Establishment applicant shall pay an annual application fee of \$100 establishments with 1 to 4 stations, \$125 for 5 to 9 stations, or \$175 for 10 or more stations at the time of application or renewal.
- F. A License to Operate a Salon Establishment shall be valid for one year, unless suspended by the Director of Health, or until such time as the facility changes owners or closes. All licenses expire on June 30th each year. Establishment operators may file for a renewal of their license up to 60 days prior to license expiration, but no later than June 30th to avoid any interruption in their business.

- G. If an establishment's license expires, salons will pay a \$50 late fee if renewal occurs within 30 days of expiration, \$100 late fee if renewal occurs within 31 to 60 days of expiration, and if no renewal occurs within 60 days, the license will be revoked and the establishment will be required to pay a re-instatement fee that is double the license fee based on the number of stations.
- H. If additional inspections are required to review corrective actions for violations or temporary closure due to imminent public health threats, the Director of Health may charge a \$125 inspection fee.
- I. No License to Operate shall be issued or renewed until a completed application has been submitted, the fee has been paid, and the applicant's Salon Establishment has been inspected by the Director of Health or his/her authorized agent. For new establishments and/or transfers of ownership, this inspection must occur before the license will be issued. For renewal of an existing License to Operate, an inspection, with a satisfactory outcome, must have been performed within the previous 12 months. An establishment's License to Operate shall not be transferable from person to person, or from location to location.
- J. The Director of Health or his/her authorized agent, after proper identification, shall be permitted to enter, during normal operating hours, any portion of a salon establishment for the purpose of making inspections to determine compliance with this policy, the Connecticut Public Health Code, and the Connecticut General Statutes.
- K. No salon establishment shall be relocated, constructed, remodeled, or extensively altered, nor shall any structure be converted to a Salon Establishment, except in accordance with plans and specifications approved by the Director of Health, and if deemed necessary, the Department of Inspections and Permits.

SECTION 3. ENFORCEMENT

- A. Failure to comply with the provisions of this policy, the Connecticut Public Health Code, or the Connecticut General Statutes may be grounds for suspension of an establishment's License to Operate.
- B. In the event that unsanitary conditions are observed during an inspection, or if a violation, or set of violations appears on more than one (1) consecutive inspection report, the Director of Health may immediately issue a Public Health Order to the

owner or operator citing such conditions, and specifying the corrective action and time frame within which action shall be taken.

- C. Pursuant to Section 19a-206 of the Connecticut General Statutes, the owner or occupant of property, where a nuisance is maintained, or filth is allowed to remain, or both, shall be subject to a civil penalty of \$250.00 per day for each day such nuisance is maintained, or such filth is allowed to remain after the time fixed by the Director of Health has expired.
- D. The Director of Health may suspend the operation of, without warning, prior notice, or hearing any Salon Establishment if:
 - The operation constitutes an imminent hazard to the public health; or
 - The Salon Establishment is operating without a valid License to Operate a Salon Establishment from the East Hartford Health Department; or
 - The owner, operator, or any employee has interfered with the performance of the Director of Health's duties
- E. Suspension shall be effective immediately upon delivery of a written Public Health Order to the owner or operator of the facility. All operations shall cease immediately and shall not resume until written approval to resume has been issued by the Director of Health.
- F. A Public Health Order provided for in this policy is properly served when it is delivered to the owner or operator, or when it is sent by registered or certified mail, return receipt requested, to the last known address of the owner or operator of the establishment.
- G. Connecticut General Statutes Section 19a-229 states "Any person aggrieved by an order issued by a town, city, or borough Director of Health may appeal to the Commissioner of Public Health not later than three business days after the date of such person's receipt of such order, who shall thereupon immediately notify the authority from whose order the appeal was taken, and examine into the merits of such case, and may vacate, modify, or affirm such order."

SECTION 4. INSPECTION FORM

The Salon Establishment Inspection Form created and utilized by the East Hartford Health Department to ensure compliance with the policy described herein shall constitute a notice for abatement by the license holder within the timeframe set forth at the time of inspection.

SECTION 5. INSPECTION FORM GUIDELINES

The following Guidelines were established pursuant to Public Act 19-117, Section 196(b), that enhanced the existing local health annual salon inspection requirements found in Connecticut General Statutes Section 19a-231 by requiring the Department of



Public Health to collaborate with local health directors to establish a standardized inspection form and guidelines concerning inspection standards related to the sanitary conditions of a salon.

Public Act 19-177 defines a salon as any shop, store, day spa, or other commercial establishment at which the practice of barbering, hairdressing and salon, or the services of a nail technician, esthetician, or eyelash technician is offered and provided. Local health districts and departments are free to incorporate more stringent standards for salons in their jurisdiction. Local modifications may also be made to incorporate additional standards and requirements for services provided at salons or similar businesses that were not included in the language of Public Act 19-117 (e.g. tanning, electrology, tattooing, etc.).

A. Sanitary Condition/Infection Control

1. Proper use of personal protective equipment (PPE) and disposable gloves as a barrier against infectious materials provided as needed. Refer to Infection Prevention and Control Guidelines.
2. Immediately dispose, in a covered waste receptacle, (A) all single use items and any items that cannot be effectively cleaned and disinfected after direct contact with a customer's skin, nails, or hair; (B) any debris after a client receives a service. (C) Remove and place used linen, towels and sheets in a separate and appropriately labeled container.
3. All re-usable tools, equipment, implements, including fingerbowls, must be properly disinfected after use on a client. All implements must be constructed of hard materials with smooth non-porous surfaces such as metal, glass, or plastic that can be used on more than one client.
 - a. After each client use, reusable implements and equipment must be cleaned with warm water and soap or detergent, rinsed thoroughly, allowed to dry, and completely immersed in an EPA hospital grade disinfectant. EPA registered hospital grade disinfectant must be used in accordance with the manufacturers' directions for the intended implements or surface.
 - b. Such implements shall be soaked for 10 minutes or per manufacturers suggested contact time, removed, rinsed, air dried and stored in a drawer, cabinet or covered container. The disinfecting solution must be free of debris and contaminants at all times and must be changed as necessary per manufacturer directions.

NOTE: Electrical equipment that cannot be immersed in liquid shall be wiped cleaned of all visible debris and disinfected prior to use on a client with an EPA registered disinfectant. Also counters, chairs, mirrors and sinks need to be disinfected after use. Once again, those items need to be visibly wet with a spray or wipe for ten minutes, then wiped with a clean cloth. The ten-minute contact time is vital for proper infection control.

NOTE: All equipment/tools, shall be disinfected or sterilized by means of:

- a. An EPA registered bactericide, virucide, and fungicide disinfectant;
 - b. A steam autoclave using fifteen (15) pounds of pressure for thirty (30) minutes at two hundred fifty (250) degrees Fahrenheit; or
 - c. A dry heat sterilizer. Use of either an autoclave or dry heat sterilizer, requires strict adherence to manufacturer's instructions or US FDA instructions.
4. Hospital-grade disinfectant must be used to clean the area and materials used in the practice of hairdressing, salon and by nail technicians, estheticians and eyelash technicians, including, but not limited to, chairs, armrests, tables, countertops, trays seats and soaking tubs for both hands and feet.
 5. Handwashing sinks in an area where the hairdresser, cosmetologist or nail technician provide services are required. Hand washing is required before and between providing services to each client. Soap must be used to cleanse the hands and the exposed portions of arms before providing services and after smoking, drinking, eating, or using the restroom.
 6. Re-use of single use implements is prohibited; these items must be immediately discarded into a covered waste receptacle after use. Some implements cannot be adequately disinfected between clients because they are made of porous/permeable material and/or become degraded by use on a client. Some examples include, but not limited to: buffers, pumice stone, wooden sticks used for waxing, toe separators, gloves, cotton balls/pads/swabs, sponges, paraffin, emery boards, sponge tip applicators, single-use eyelash brushes and neck strips.
 7. Pedicure basins (foot spas, foot basins and spa liners) must be cleaned and disinfected after each client using this sequence regardless of liners used or not:
 - All water shall be drained and all debris shall be removed from spa basin.
 - Next the pedicure tub must be cleaned with soap or detergent and water, any removable part must be taken off for further cleaning (this includes: jet covers and screens).
 - The spa basin must be disinfected with an EPA registered disinfectant labeled as bactericidal, fungicidal, and virucidal for at least 10 minutes or according to the manufacturer's instructions. Whirlpool jets with recirculation waters must be filled and turned on to adequately disinfect.

- The spa basin must be wiped dry with a clean towel or allowed to sufficiently air dry.
8. A practitioner should not perform services on a client if the practitioner has reason to believe the client has a contagious condition such as head lice, nits, ringworm, conjunctivitis; or inflamed, infected, broken, raised or swollen skin or nail tissue; or an open wound or sore in the area to be serviced.

B. Customer Protection

1. A hand sink must be accessible for clients and employees, to prevent the spread of infection. At least one dedicated hand washing sink must be located in each service area, the restroom hand sink does **not** meet this criteria. The hand washing sink must be kept in a clean and sanitary condition at all times.
2. Soap and single service paper towels or a towel (one per client) must be provided at all hand sinks. If the salon chooses to use cloth towels they must be properly cleaned and disinfected.
3. All products and chemicals shall be stored in labeled containers, and all original containers must be accompanied by dilution and use instructions. Chemicals should be safely stored and assessable to employees only. Safety Data Sheets (SDS) sheets should be available for all chemicals used in the salon.
4. Prohibited items should not be in use, nor present in permitted/licensed facility. (A) In order to reduce the chance of injury or infection, implements designed to remove layers of skin shall not be used. Examples include but are not limited to: razor-type callus shavers designed to cut growth of skin such as corns or calluses; credo blade, microplane/graters, cutters, and scrapers. (B) Shaving brushes, mugs, brush neck dusters, brushes and sponges are prohibited unless they are single use disposable implements or can be properly cleaned and sanitized.

Per Sec. 19a-903c "Cosmetic Medical Procedures"

5. Service providers must wear appropriate clean protective clothing and footwear at all times during the provision of clinical services. Good hygienic practices must be followed such as, no smoking or eating while providing services to a customer or in service/treatment areas.

6. A separate utility sink shall be provided for proper cleaning of surfaces and equipment.
7. All clean and disinfected utensils/tools and material when not in use shall be stored in a clean, dry, debris-free environment which includes but not limited to drawers, cases, tool belt, rolling trays. They must be stored separate from soiled utensils/tools. Ultraviolet (UV) electric sanitizers are permissible for use as a dry storage container, not as a form of disinfection.
8. In order to minimize skin contact, a neck barrier strip or clean towel should be used with all reusable capes.

Licensure

1. The current permit or license issued (if applicable) from the Local Health Department or District must be prominently displayed.
2. All individuals per CT State Law, who are required to hold a license to perform a service, must have a current/active license available for review during inspection. The State of Connecticut eLicense [website](#) is a resource that can be used to also “verify a license” by entering an individual’s first and last name.

Note: Any employee working as an apprentice through a Department of Labor Apprenticeship program must provide documentation confirming their participation in the program upon the request of the Local Health Department or District.

Facility

1. An adequate supply of hot or cold running water from a municipal or approved private source shall be provided.
2. Waste water from all plumbing fixtures shall be discharged into municipal sewer or suitable subsurface sewage disposal systems in accordance with the provisions of the CT Public Health Code.
3. The salon shall be properly and adequately ventilated to comply with State and Local building code ordinances and regulations.
4. Floors, walls and ceiling should be cleanable and kept in good repair and clean, with no accumulation of hair or other waste at work stations.
5. Towels and other laundered items must be properly cleaned and stored. A commercial linen service shall be used if not done on the premises.

6. Covered containers shall be provided and maintained in a sanitary condition. All waste receptacles should not be allowed to overflow and trash bags may not be allowed to accumulate inside or outside the salon.
7. Storage of extra chemicals, lotions, glues, creams, callus removers and other salon products should be safely stored and accessible to employees only. Safety Data Sheets (SDS) sheets must be available for all chemicals used in the salon.
8. Lighting fixtures shall be sufficient and properly placed as to provide adequate illumination.
9. No animals or pets with the exception of designated service animals, are allowed in establishments.
10. All areas of a salon must be clearly separated from a residential space with a closed door and must be equipped with the facilities and instruments required.

Restrooms

1. All restrooms, for employees and clients should be accessible, sanitary, clean and in good repair. A separate hand sink with an adequate supply of hot or cold running water in each restroom shall be provided.
2. An adequate supply of soap, with dispenser, and disposable towels, or an approved hand-drying device shall be available. Bar soap and common cloth towels are prohibited. Waste receptacles shall be easily cleanable and available in all restrooms, emptied at least once a day. A covered waste receptacle shall be provided in ladies restrooms.

SECTION 6. INFECTION PREVENTION AND CONTROL PLAN GUIDELINES

Duties

It is your responsibility as a licensee and/or salon owner to maintain sanitary conditions where services are provided for the protection of your clients and you.

Hand Washing

Wash your hands with soap and water, then dry them with a single-service paper or cloth towel or an air dryer before providing any service. You can use an alcohol-based hand rub (with a minimum of 60 percent alcohol) instead of hand washing only when

your hands are free of lotions, ointments, product, or visible soil. Gloves and hand wipes cannot substitute hand washing.

Cleaning

You must clean any item or surface before it is disinfected. This means you must:

- Remove any visible debris and disposable parts.
- Wash the item or surface with soap and water or a cleaning agent.
- After washing, rinse the item thoroughly and dry it completely before disinfecting it.
- Surfaces may be wiped with a cleaning agent before being disinfected.
- If a cleaning agent or product is not in the original container, you must label it with the name of the product and the use instructions. Otherwise, if the original container is still available, you do not need to re-label the new container with use instructions.

Disinfecting

All items must be cleaned before they are disinfected.

- You must use a disinfectant that is registered with the EPA for use in a hospital setting and is labeled as bactericidal, virucidal, and fungicidal. Alcohol alone is not an acceptable disinfecting agent.
- You must use disinfectant according to the manufacturers' instructions, which includes contact time, safety precautions, dilution requirements (if any), and proper disposal.
- All disinfectant solutions must be legibly labeled with the disinfectant name and any dilution requirements. The disinfectant solutions must be made daily and disposed of at the end of the day or immediately if visible debris is present. If concentrated disinfectants must be diluted with water, measuring devices must be readily available and used to ensure an effective solution is made.
- To disinfect a tool or implement, you must fully submerge all surfaces of the tool or implement, including handles, into the disinfectant in a covered container for the full contact time listed in the manufacturer's directions. After disinfecting, the items must be rinsed and dried.
- Each salon must have disinfectant containers with covers. The containers must be large enough to totally submerge the implements and tools in disinfectant. The number of covered containers and size of containers must be sufficient to hold all the implements and tools that need to be disinfected.
- You must wear gloves or use tongs to avoid direct skin contact with the disinfectant and observe all safety precautions in the manufacturer's directions.

Blood and Body Fluid Exposure

You must stop a service if an unexpected cut, abrasion, or other injury occurs during a service and results in exposure to blood or other body fluids, or when other body fluids appear as a result of a service. Then, follow steps A to G:

- A. Put on gloves.
- B. If possible, rinse the wound with running water.

- C. Clean the wound with an antiseptic solution and cover with a sterile bandage.
- D. If the wound is on your hand, wear a glove or finger cover over the wound. If the wound is on the client, wear gloves on both hands to complete the service.
- E. Place any blood-stained tissue, cotton, or other blood or body fluid contaminated material in a plastic bag, then seal and discard the bag.
- F. Before resuming the service, remove any equipment, tools, and implements that came into contact with blood or other body fluids.
- G. Clean and disinfect any contaminated surfaces, then wash your hands with soap and water.

Contaminated tools, implements, and equipment must be cleaned and disinfected as described above.

Storing Items

- All clean and disinfected utensils/tools and material when not in use shall be stored in a clean, dry, debris-free environment which includes but not limited to drawers, cases, tool belt, rolling trays. They must be stored separate from soiled utensils/tools. Ultraviolet (UV) electric sanitizers are permissible for use as a dry storage container, not as a form of sanitizing.
- Disinfected items must not come into contact with contaminated or non-disinfected items. This includes the items you prepare to use right before a service; they must not come into contact with surfaces that have not been disinfected

Safety and Infection Control Practices

Tools

- You must only use cleaned, disinfected, and properly stored tools and implements on clients.
- Your salon must have a supply of disinfected tools, disinfected implements, and single-use supplies available for use by practitioners. The supply must be sufficient, based on service volume, to ensure each client is serviced with properly cleaned and disinfected tools and implements each day.
- Tools or implements dropped on the floor or otherwise contaminated during a service must be removed from the workstation, cleaned and disinfected, or placed in a covered container labeled "used" until cleaned and disinfected.

Products

- All fluids, semifluids, creams, waxes, and powders must be kept in clean, covered containers with a solid cover and must be dispensed in a manner which prevents contamination of the unused supply.
- You cannot use fingers to remove product from containers. Instead, you must use disposable or disinfected spatulas or applicators. Spatulas, applicators, or scoops must not be stored in the container.
- If a product is removed from a container, it must not be put back into the container. Instead, if it is unused, it must be discarded or disposed of.
- The surfaces of containers must be cleaned and disinfected with a disinfectant wipe at the end of the day.
- All products must be legibly labeled, including those not in their original container.
- Pencil cosmetics must be sharpened before each use with a disinfected pencil sharpener. When a pencil-type cosmetic is in a mechanical applicator or is of a diameter too small to be sharpened, the exposed tip of the product must be removed with a disinfected scissors or knife, and the tip of the applicator wiped with alcohol before use on another client.
- You must comply with all manufacturer's directions for product use. When product directions require a patch test, you must (1) offer a patch test, and (2) provide information to the client regarding the risk of potential adverse reactions to the product.

Clients, animals, food and beverages

- You should not perform services on clients with open wounds or sores in the area of the body to be serviced.
- Animals should not be allowed in salons. This prohibition does not apply to service animals as defined by the Connecticut General Statutes, the Americans with Disabilities Act (ADA), and related regulations.
- Live fish, leeches, snails, and other living creatures should not be used in any cosmetic service.
- Uncovered food or beverages are not allowed in the presence of uncovered disinfectant solutions, or when disinfectant solutions are made or disposed of, or when disinfectant sprays are used.
- You must not eat or smoke, including electronic cigarettes, while performing any services. You may drink non-alcoholic beverages while providing service, but your beverage must be covered with a lid.

Laundered Items

- Each towel, robe, and linen used to cover or protect customers must be used only once and then be:
 - Laundered with detergent and hot water in a washing machine;
 - Dried on the hottest setting in a clothes dryer; and
 - Immediately stored in a clean, covered container.

- Plastic or nylon capes and aprons may be washed in a machine and dried on any setting in a dryer or may be disinfected with a spray disinfectant.
- You must store used or soiled towels, linens, and capes in closed containers labeled "used."
- Towels and other laundered items must be properly cleaned and stored. A commercial linen service shall be used if not done on the premises.

Shears and Razors

Shears and razors are not required to be washed, but must be wiped to remove hair, product residue, and skin debris, and then disinfected with an EPA-registered, hospital-level disinfectant spray or wipe after each use. The surfaces must remain wet with the spray or wipe disinfectant for the contact time listed on the disinfectant label.

Electrical and Electronic Tools

Electric clippers, nail drills, flat irons, blow dryers, glass or metal electrodes, high frequency wands, esthetic machines, steamers, diffusers, or other electric or electronic tools must be cleaned and disinfected after each use, including the body, handle, and attached cord.

To clean and disinfect electrical and electronic tools, after each use:

1. Remove all removable parts (plastic guards, nonmetal removable parts, metal guards, clipper blades, drill bits, etc.).
2. Wipe or brush all product residue, hair, skin debris, nail dust, and other visible debris from the surface of the tool.
3. Disinfect the item's surfaces (including body, handle, and cord) and removable parts with an EPA-registered, hospital-level disinfectant spray or wipe. Clipper blades that are not detachable must have the hair removed using a disinfected brush or a blade wash, and the clipper blade must be disinfected with a hospital-level disinfectant spray. The surfaces must remain wet with the spray or wipe disinfectant for the contact time listed on the disinfectant label. As always, you must follow the manufacturer's directions.

Disinfected electrical and electronic tools must be stored when not in use. Acceptable storage includes a clean and disinfected surface, stand or hook, or closed container, cupboard, or drawer.

Pedicure basins (foot spas, foot basins and spa liners) must be cleaned and disinfected after each client using this sequence regardless of liners used or not:

- All water shall be drained and all debris shall be removed from spa basin.

- Next the pedicure tub must be cleaned with soap or detergent and water, any removable part must be taken off for further cleaning. (this includes: jet covers and screens).
- The spa basin must be disinfected with an EPA registered disinfectant with bactericidal, fungicidal, and virucidal activity used according to the manufacturer's instructions.
- Generally, 10 minutes of contact time is required, whirlpool jets with recirculation waters must be filled and turned on to adequately disinfect.
- The spa basin must be wiped dry with a clean towel or allowed to sufficiently air dry.

Single-use Items

The following items are all considered single-use items, may be used one time only, and must be immediately disposed of in a trash can after each service:

- Foam toe separators
- Foam buffer blocks
- Pedicure tub liners
- Pumice bars or stones
- Chamois, paper, or foam flip-flops or slippers
- Nail files, unless made of metal, glass, or crystal
- Ceramic nail files, unless completely sealed by a glaze
- Sanding bands or sleeves
- Paper sandpaper drill bits
- Wooden applicators
- Cotton balls, cotton pads, or swabs
- Gauze pads
- Sponges
- Neck strips
- Wax strips
- Other items made with paper, wood, foam, or other porous materials

Requirements for single-use items:

- You must store all new, single-use items in clean covered containers with solid sides and lids containing only new or disinfected items. You may store new items in the original sealed packaging out in the open, such as in a reception area.
- For the purpose of scoring the edges of sharp single-use files, you may use one file repeatedly to file down the edge of a supply of new files, provided that you wear gloves while preparing the new files and that the score file is kept in the dispensary in a disinfected container labeled "score file." Each salon may have only one score file.

Wax and Paraffin Services

During a wax service:

- You must use disposable spatulas, wooden sticks, and applicators only once, then discard the implement without using the other end. No double-dipping. The

- only exception to this is if you're using single-service wax and discard the wax immediately after the service.
- You must dispense paraffin wax in a manner that prevents contamination of the unused supply, such as in a bag or other container for the client to use as single-service.

After a wax service:

- Any surface touched by a used wax stick must be cleaned and disinfected immediately after the service.
- Wax pots and paraffin warmers must be kept covered and the exterior cleaned at least daily.
- If the wax or paraffin contains debris or has been contaminated by contact with skin, unclean applicators, or double-dipping, the wax pot or paraffin warmer must be emptied and disinfected and the wax must be discarded.

Fixtures required to be cleaned and disinfected daily, using EPA-registered, hospital-level disinfectant wipes or sprays with the surface wet for the contact time in the manufacturer's directions:

- Stylist chairs at hair stations
- Chairs at shampoo stations
- Manicure chairs
- Pedicure throne
- Sinks and shampoo bowls, including faucet handles, spray handles, inside of bowls, outside surfaces. Hair must be removed from shampoo bowls immediately after each shampoo service.
- Rolling carts
- Work trays
- Other containers used to hold tools and implements during a hair, skin, waxing, nail, pedicure, or other service
- Towel warmers.

Additionally:

1. Towels must be washed with detergent and bleach, then dried using a hot dryer setting;
2. Practitioners preparing towels for the warmers must wash their hands or wear gloves; and
3. Wet towels used in services must be prepared fresh each day. At the end of the day, unused steamed towels must be removed and laundered.

Fixtures required to be protected from skin contact by a clean cloth, paper towel, or sheet **AND** to be cleaned and disinfected daily, using EPA-registered, hospital-level

disinfectant wipes or sprays with the with the surface wet for the contact time in the manufacturer's directions:

Work surfaces where services are performed:

- Shampoo bowls
- Nail tables
- Facial chairs or beds
- Waxing chairs or beds

IMPORTANT: If a client's skin comes into contact with a surface, you must clean and disinfect the surface immediately after the service. Immediately after a service, hair and debris must be removed from the floor.

Prohibited equipment:

- Skin cutting equipment, including razor-type callus shavers, credo blades, rasps or graters and other implements that are used to remove corns or calluses by cutting below the skin surface
- Roll-on wax
 - Single-use roll-on wax cartridges are acceptable but must be disposed of immediately after service. Roll-on wax cartridges warming in a wax heater must have an intact seal. The heating unit must be cleaned and disinfected after each use.
- UV sterilizers or light boxes
 - These are not acceptable infection control devices and must not be present in a salon (except that UV sterilizers are permissible as a dry storage container).
- This does not apply to UV dryers or ultraviolet lamps used to dry or cure nail products.
- Electric or battery-operated files or drills not specifically manufactured for use on humans

Source: <https://portal.ct.gov/DPH/Practitioner-Licensing--Investigations/SalonInspection/Salon-Infection-Control-Guidelines>

SECTION 7. POLICY MODIFICATION

The East Hartford Health Department reserves the right to modify this policy and accompanying documentation.

SECTION 8. UNCONSTITUTIONAL PROVISION AND SEVERABILITY CLAUSE

Should any section, paragraph, sentence, clause or phrase of this policy be declared unconstitutional or invalid for any reason, the remainder of said policy shall not be affected thereby.