

OUTSIDE SERVICES CHECKLIST FOR ESTABLISHMENTS

PRIOR TO REOPENING

The Board of Barbering and Cosmetology recommends establishment owners complete all items of the checklist prior to beginning services in an outside setting. The Board highly recommends that establishments maintain records of all appointments including your client's name and phone number.

1. Contact your local county and city to determine if outside services are allowed at your location and obtain any permits if necessary.
2. Print and read the guidance that has been published by the California Department of Public Health for outside services.
3. Ensure all disinfection procedures established by the Board are followed.
4. Ensure all hair is disposed of in a covered waste receptacle.
5. Ensure that a container is available for all tools that have been soiled.
6. Ensure all clean tools are maintained in a clean covered container until needed for use.
7. Establish a schedule so that tools can be taken into the establishment for the disinfection process by only one licensee at a time.
8. Have a covered trash can available in the outdoor setting to throw away any used items that cannot be disinfected. This includes, but is not limited to, emery boards, nail buffers, facial sponges, wax sticks, etc. These should be NEW for every client.
9. All liquids will be disposed of inside the establishment.
10. Pedicures will be done only by use of a portable tub using water obtained from inside the establishment and water must be disposed of inside the establishment.
11. Clean and disinfect restrooms. This includes: sinks, toilets, door knobs, hand air dryers, paper towel holders, soap dispensers, etc. Allow only one individual at a time to use the restroom.
12. Replace all disposable restroom items (toilet paper, paper towels) with new ones.
13. Place a trash container near the restroom door.
14. Place hand sanitizer in the restroom.
15. Wash any linens (clean or dirty) that have been in the establishment.
16. Wash or disinfect all capes.
17. Store all clean linens in a clean, covered place.
18. Disinfect all pedicure bowls following the required procedures, even if they were disinfected prior to closing the establishment.
19. Store soiled towels, robes, gowns, smocks, linens and sheets in a closed container.
20. Dispose of all waste, hair clippings, or refuse in covered receptacles.
21. Cover all headrests and/or treatment tables with a clean towel, sheet, or paper for each client.

ONGOING SAFETY CONSIDERATIONS

22. Make sure all licensees use an effective alcohol-based product before providing a service to each client and as often as possible.

ONGOING SAFETY CONSIDERATIONS

- 23. Ask clients to sanitize their hands when entering the outdoor area.

- 24. Face masks are always worn by licensees.

- 25. Ensure all clients are wearing face masks and have hand sanitizer available at stations and the reception counter.

- 26. Limit the number of people in the outdoor area. Stagger appointments to minimize the number of clients. Advise clients to wait in their vehicle until the licensee calls/texts that they are ready for them.

- 27. Ensure the outside area is properly social distancing and there is 6-feet between stations.

- 28. Consider barrier methods on chairs such as disposable paper, plastic covers that can be disinfected, or towels that can be laundered after each client.

- 29. Consider implementing contactless or online payment systems. If you must handle cash, a card, or keypad, wash hands immediately.

- 30. Consider having a supply of stylus pens, so clients do not touch the credit card reader. Disinfect the stylus pens after each use.

- 31. Ensure the outdoor area has open air flow. If using a tent, canopy or other sun shelter ensure only one side is closed to allow for air flow.

- 32. Ensure all electrical cords are covered to prevent any tripping hazards.

- 33. Communicate with your clients. Advise them of additional safety precautions you have taken and share new policies or procedures you are implementing.

- 34. Remind everyone who works in the establishment and clients to stay at home if they are sick or not feeling well.

DISINFECTION PROCEDURES FOR NON-ELECTRICAL TOOLS

Title 16, Division 9 of the California Code of Regulations 979(a)

These procedures should be completed inside the establishment by only one licensee at a time.

1. Remove all visible debris.
2. Clean with soap or detergent and water.
3. Completely dry tool with a new, clean paper towel.
4. Totally immerse in an EPA-registered disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity (used according to the manufacturer's instructions).
5. Use gloves or tongs when removing tools from the disinfectant.

DISINFECTION PROCEDURES FOR SHEARS

Title 16, Division 9 of the California Code of Regulations 979(f)

These procedures should be completed inside the establishment by only one licensee at a time.

1. Remove all visible debris.
2. Clean with soap or detergent and water.
3. Spray or wipe the shear with an EPA-registered disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity (used according to manufacturer's instructions).

PROPER MASK WEARING GUIDANCE

1. Wash your hands before putting on your face covering
2. Put it over your nose and mouth and secure it under your chin
3. Try to fit it snugly against the sides of your face
4. Make sure you can breathe easily