

## COSMETOLOGY

MAY 18, 2020

# COVID-19 REOPENING GUIDELINES



### WAITING/RECEPTION:

- Create and implement digital check-in process if possible. (i.e. Client can check-in via phone, website, or mobile app)
- Limit the number of clients in the waiting area (eliminate if possible, allowing only customers being serviced in the salon at any given time). Rearrange waiting area so as to maintain six feet between seats.
- Develop schedule for cleaning frequently touched surfaces such as the check-in countertop, shared writing utensils, and the main door handle. (i.e. Wipe all these surfaces with a disinfectant wipe every hour.)
- If weather is nice, consider leaving front door propped open. This will help increase air exchanges in the establishment and eliminate the need for customers to touch the door handle when entering/exiting.



### PROVIDING SERVICES

- Prior to providing any services, make sure the service area is clean – including all surfaces, devices, linens, and tools.
- Do not place clients at adjacent stations, if possible. If space allows, have an empty station between each client.
- Limit number of clients being seen by any given stylist at one time and in the salon at one time to allow for appropriate social distancing.
- Staff should wear an apron or smock and change after each client.
- Staff should wear gloves (if possible) and dispose of them after each client.
- Staff should wash hands prior to beginning work on a client and between clients if seeing more than one client at a time.
- Staff should strongly consider wearing a face mask or cloth face covering while in close contact (less than six feet distance) with a client.
- Talk openly with clients about the situation and be attentive to their concerns.

- Upon service completion, wipe chair, hair washing sink, and all used devices/tools with a disinfecting wipe (or equivalent disinfecting spray and cloth), remove all used linens, and discard all used non-reusable items prior to next client.



### CLEANING

#### Devices/Tools

- Wipe down all surfaces of the device, tool, case and/or containers used for the service
- After fully cleansing the entire device/tool (electrodes, tips, handles, etc.) place it in a closed container marked "clean."
- Empty your steamer at the end of every day.
- Disinfect the interior of your hot cabinet and leave the door open to dry.

#### Surfaces

- While cleaning surfaces, spray it with an EPA registered disinfectant (bacterial, virucidal and fungicidal). Be sure to leave the surface wet for the full contact time listed on the label.
- Wipe it down. Use paper towels to wipe the surface clean, and then discard the paper towels in a closed trash container.

- Wipe down product bottles with a disinfectant wipe (or equivalent listed above)
- Mop the floor. A disposable floor cleaner (i.e. Swifter) can be used.

#### Linens

- Use bleach or a different EPA registered disinfectant laundry additive. Follow the manufacturer instructions for correct water temperature.
- Place linens in the dryer immediately after the wash cycle is done. Do not leave the linens in the washer overnight.
- Fold the clean linens and place them in closed cabinets or other storage areas marked clean.
- Launder uniforms nightly. Multiple uniforms or smocks will be needed if laundry cannot be performed daily.



#### SIGNS

- Create signage for employees and members of the public regarding your safety and hygiene practices. This serves as a good reminder for employees and instills confidence in the public.



#### CHECK OUT

- Explore digital pre-payment at the time appointment is scheduled or during a digital check-in/check-out process.
- Where payment must occur at a register, encourage client to use hand sanitizer prior to touching a shared writing utensil, credit card keypad, or other shared equipment. Consider keying the number yourself to avoid client touching the keypad.
- Wipe checkout counter, utensils, and equipment after transaction is complete.



#### TRAINING

All employees should be trained on the safety and hygiene practices including but not limited to:

- Donning and doffing personal protective equipment (PPE).
- Use of disinfecting and/or sanitizing agents to clean surfaces, devices and linens.
- Any newly established workplace policy or procedure to minimize the spread of COVID-19



#### RESOURCES

##### accelerateSC

<https://accelerate.sc.gov>

##### Medical University of South Carolina (MUSC)

Local businesses can access MUSC services for more hands-on and detailed assessments beyond what is provided in these documents by contacting [businesshealth@musc.edu](mailto:businesshealth@musc.edu) (843) 792-2840