

Back-to-Work Guidelines

During this critical time, it's important to pay additional attention to the health and safety of others. This Back-to-Work guidance was developed in partnership with Leslie Roste, RN, BSN and leading industry infection control specialist. It is designed to help make everyone more comfortable once services resume in the salon and spa environments.

The date you may return to work is determined by your local state authorities and must be followed.

Prior to Re-Opening

Reception Area

While it was always nice to have magazines, coffee, water and other amenities for clients, now is the time to take a more minimalist approach and discard any non-essential items. This will help reduce touch points and client interactions.

Other important steps to take include:

- Wipe down all soft surfaces (couches, chairs) with water and a clean towel. Because these are soft surfaces, they cannot be properly disinfected.
- Disinfect all hard, non-porous surfaces including the reception counter, phones, computers, door handles, etc. Be sure to follow proper contact time for all surfaces, ensuring the disinfecting products have time to take action and work.
- Thoroughly clean the product area, including all shelving or display cases. Remove and discard any open "Test" product and discontinue this practice to help reduce contamination. Add signage to this area to let clients know it is cleaned and disinfected daily.



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Styling Stations

It's especially important to properly disinfect your styling stations. Because there are more non-porous elements, there will be more to do.

Elements to clean and disinfect include:

- Station counters
- Shears
- Styling tools
- Brushes and combs
- Rolling carts
- Drawers or any storage containers
- Product on station



It is also important to clean the chair and headrest and should be properly wiped down. Consider adding a cover that can be easily cleaned or disposed of to help keep clean in between clients.

Finally, all items on a nail station must either be new, never used or cleaned and disinfected (stored in a closed container until ready to use)

Treatment Rooms

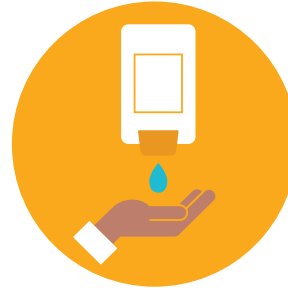
Similar to styling stations, any appliances used in treatment rooms should be properly disinfected. Treatment tables can be disinfected upon opening, but should not continue to avoid damaging materials.

Remove all product and be sure to properly clean and disinfect all containers and product storage. All single use items should be new and multi-use product containers should have single use applicators.

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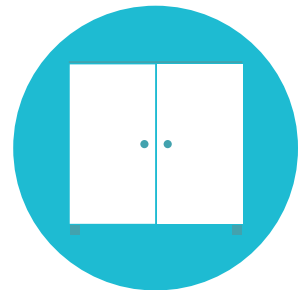
Restrooms

Thoroughly clean and disinfect all surfaces and replace paper goods. Consider adding hand sanitizer, if not already available, as well as upgrading to touchless faucets and dispensers



Laundry

Clean all linens in the salon following your state regulations. Be sure to dry all linens properly, with no moisture or dampness remaining. Properly store in a closed, covered cabinet following.



Shampoo Bowls

Clean and disinfect all bowls and components, being sure to allow proper disinfectant contact time per the product instructions



Pedicure Bowls

Remove and properly clean and disinfect all components of the bowl available. Scrub the bowl with soap and water before putting back together all parts and rinsing completely. Disinfect the bowl by filling it with water and disinfectant. Follow product instructions and let sit for 10 minutes. Finally ensure all single use products are new.

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Ongoing Safety

ALL states have health and public safety rules that **MUST** be followed at all times. Be sure to review state regulations to ensure all proper protocols are being implemented.

Disinfectants / Personal Protective Equipment (PPE) Products

Your disinfectant product must be EPA-registered and labeled as bactericidal, virucidal and fungicidal. Product for immersion must be replaced daily, or sooner if it becomes contaminated.

PPE products, such as gloves, are single use and must be changed after each client, washing hands with soap and water after removing gloves. Masks may be required as well.



Hand Hygiene

Wash hands with soap/water for 30 seconds before/after eating, smoking, using the restroom, and interacting with clients. Add hand sanitizer at reception areas and other points of client contact including individual stations and restrooms. Don't forget to use lotion as well to keep hands moisturized.



Laundry

The same procedures followed when re-opening should continue to be followed. All towels and capes should be properly cleaned and laundered and stored in a closed, covered container or storage.

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Cleaning and Disinfection

Immediately after a client visit, be sure to properly clean and disinfect the station following proper product contact time details:

- Rolling carts
- Station counter
- All tools, being sure to remove debris and hair

For nail salons, all pedicure bowls need to be fully cleaned and disinfected before EACH client, including cleaning and disinfecting all removable parts and allowing concentrated disinfectant to sit for full contact time listed on the disinfectant label. All hand/foot nail drying tables should also be cleaned and disinfected after each client.



Practical changes

Beyond sanitizing and disinfecting, there are also several other steps to take that can help reduce client contact interactions.

Consider:

- Staggering appointments to reduce waiting area congestion and also allowing time to properly clean between clients
- Implement an appointment system to help with scheduling and reduce walk-in clients
- Look at alternate electronic payments options to avoid POS contact
- Ask customers to read credit card numbers instead of touching a screen or credit card station
- Connect with clients before services and encourage masks to be worn when possible, especially for nail services.
- Ensure clients are healthy before their appointment and avoid hand shake greetings.

