

QUINNIPIACK VALLEY HEALTH DISTRICT

TITLE K BARBERSHOPS, HAIRDRESSING AND COSMETOLOGY SHOPS

General Standards and Requirements

Approved on January 22, 2004

SECTION I. DEFINITIONS

For the purpose of this chapter,

- (a) **“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:
 - (1) Shaving or trimming of the beard.
 - (2) The cutting of the hair.
 - (3) Styling of hairpieces or wigs.
 - (4) Singeing, shampooing, dyeing, coloring or styling of the hair.
 - (5) The application of cosmetic preparations, hair tonics, antiseptics, powders, oils, clays, creams or lotions.
 - (6) Giving facial and scalp massage or the application of oils, creams, lotions or other preparations, either by hand or mechanical appliances.
- (b) **“Barbershop”** – any establishment engaged in the practice of barbering for the public.
- (c) **“Director of Health”** – The Director of Health of the Quinniapiack Valley Health District or his/her duly authorized representative.
- (d) **“Hairdressing and Cosmetology”** – includes the following described practices performed by a licensed hairdresser/cosmetician in the State of Connecticut upon the head, face, scalp, arms, hands, body, legs and feet for cosmetic purposes only.
 - (1) Dressing, arranging, curling, waving, weaving, cutting, singeing, relaxing/straightening, bleaching and coloring hair.
 - (2) Treating the scalp, face, neck and arms by massaging, cleansing, exercising, stimulating or manipulating, with the hands, mechanical appliances, or water.
 - (3) Application of cosmetics, preparations, antiseptics, tonics, lotions, creams, powders, oils, clays, sprays, or any product pertaining to the skin.

- (4) Manicuring fingernails of the hand and, for cosmetic purposes only, trimming, filing and painting the healthy toenails of the feet, excluding cutting nail beds, corns, calluses, or other medical treatment involving the foot or ankle.
- (e) **“Hairdressing or Cosmetology Shop”** – any establishment engaged in the practice of hairdressing, cosmetology, or barbering for the public.
- (f) **“Mobile Work Station”** – A modular space which can be used for multiple purposes through the use of mobile equipment.
- (g) **“Nail Technician”** – means a person, who for compensation, cuts, shapes, polishes or enhances the appearance of the nails of the hands, including but not limited to, the application and removal of sculptured or artificial nails.
- (h) **“Operator”** – An operator is any person, including, but not limited to, a licensed hairdresser/cosmetician or barber, or unlicensed person who is performing tasks allowed under the scope of this regulation.
- (i) **“Other Services”** – The following described practices can be performed by an unlicensed individual under the supervision of a licensed hairdresser/cosmetician in the State of Connecticut:
 - (1) Manicuring nails of the hands.
 - (2) Performing facials.
 - (3) Shampooing of the hair.
 - (4) Eyebrow arching.
 - (5) Braiding hair.
- (j) **“Shampoo Station”** – A shampoo station consists of a shampoo bowl (sink) and a shampoo chair.
- (k) **“Working Area”** – A working area is defined as a separate room with more than one work station, or a private room set aside to serve one customer at a time.
- (m) **“Work Station”** – A work station is defined as 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 II. PLAN REVIEW AND PRE-OPERATION INSPECTIONS

- (a) No barbershop, hairdressing and/or cosmetology shop having a permanent location shall be relocated, constructed, remodeled or extensively altered, nor shall a structure be converted to use as a barbershop or hairdressing and/or cosmetology shop after June 30, 2004, except in accordance with plans and specifications approved by the Quinnipiac Valley Health District.
- (b) Properly prepared plans drawn to a scale of not less than ¼":1', and specifications for such construction, remodeling or alteration shall be submitted to the Director of

Health, or authorized agent, for review and approval before relocation, construction, remodeling, alteration, or conversion is begun. The plans and specifications shall indicate the proposed layout, arrangement and construction materials of work areas and the type and model of proposed fixed equipment and facilities. The Director of Health shall approve the plans and specifications if they meet the requirements of this regulation and applicable state laws and regulations.

- (c) Prior to the opening of a barbershop, hairdressing and/or cosmetology shop after June 30, 2004, the Director of Health, or authorized agent, shall conduct a pre-operational inspection to determine compliance with the approved plans and specifications and with the requirements of this regulation and applicable state laws and regulations.

SECTION III. CERTIFICATE OF COMPLIANCE

- (a) After June 30, 2004, no person shall maintain or operate any barbershop or hairdressing and/or cosmetology shop without having a valid Certificate of Compliance issued by the Director of Health. Only a person who complies with the requirements of this regulation shall be entitled to receive or retain such a certificate.
- (b) Registration of any business covered by this regulation shall be made on a registration form furnished by the Director of Health, wherein the shop operator shall state his/her name, address, the address of the place of business, give such other pertinent information as the Director of Health may require and affix his/her signature to the form. All certificates are valid for one (1) year and are renewable each year. The chief corporation officers shall be designated for service in the event of a corporation.
- (c) No Certificate of Compliance shall be granted to any individual to operate a barbershop or hairdressing shop unless such person has been licensed as a barber or hairdresser/cosmetician for at least two (2) years.
- (d) Every applicant for a Certificate of Compliance to operate a barbershop or hairdressing and/or cosmetology shop shall pay an annual inspection fee of \$50.00. Additional charges of \$50.00 may be assessed for reinspections due to uncorrected violations of this regulation after a second inspection.
- (e) No Certificate of Compliance shall be issued or renewed until a completed registration form has been submitted, the inspection fee has been paid and the applicant's barbershop or hairdressing and/or cosmetology shop meets the requirements set forth in this regulation and all other applicable state and local laws and regulations.
- (f) A Certificate of Compliance shall be valid until the expiration date indicated on the certificate unless suspended or revoked by the Director of Health, or until such time as the facility changes owners, closes, or goes out-of-business.
- (g) A Certificate of Compliance shall not be transferable from person to person or location to location.
- (h) The Director of Health, or his/her agent, after proper identification, shall be permitted to enter, during normal operating hours, any portion of any barbershop or hairdressing

and/or cosmetology shop for the purpose of making inspections to determine compliance with this regulation.

- (i) A temporary Certificate of Compliance to operate a barbershop or hairdressing/cosmetology shop may be granted for a period not to exceed fourteen (14) calendar days. A temporary Certificate of Compliance would be required for conducting a public demonstration, a fund-raising event or a public convention.

SECTION IV. ANNUAL INSPECTIONS

- (a) At least once a year, the Director of Health, or authorized agent, shall inspect each barbershop, hairdressing and/or cosmetology shop and shall make as many additional inspections as are necessary for the enforcement of this regulation and the Public Health Code of the State of Connecticut.

SECTION V. CERTIFICATE OF COMPLIANCE SUSPENSION AND REVOCATION

- (a) Failure to comply with the provisions of this regulation and applicable state regulations shall be grounds for revocation or suspension of any certificate issued under the provisions of this chapter.
- (b) In the event that the Director of Health finds unsanitary conditions in the operation of a barbershop or hairdressing and/or cosmetology shop, 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 written notice to the certificate of compliance holder, or person in charge, citing such conditions, specifying the corrective action to be taken and time frame within which action shall be taken. If correction is not made in the allotted time, the certificate of compliance may be revoked or suspended.
- (c) The Director of Health may suspend, without warning, prior notice or hearing, any certificate of compliance to operate a barbershop or hairdressing and/or cosmetology shop,
 - (1) if the operation constitutes an imminent hazard to public health, or
 - (2) if the owner, operator or person in charge has interfered with the performance of the Director of Health's duties.
- (d) An imminent health hazard shall include, but is not limited to, any one of the following:
 - (1) An ongoing outbreak of an infectious, pathogenic or toxic agent capable of being transmitted to consumers; or
 - (2) 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; or
 - (3) a sewage backup into the facility,

- (4) An unlicensed individual performing procedures requiring licensure by the Public Health Code of the State of Connecticut. An individual who does not hold a valid Hairdressing/Cosmetician license in the State of Connecticut is not allowed to perform pedicures, including polish changes on the feet.
- (e) Suspension shall be effective immediately upon delivery of the written order to the certificate of compliance holder or person in charge of the facility by the Director of Health. When a certificate of compliance is suspended, all cosmetology operations shall cease immediately and shall not resume until written approval to resume has been issued by the Director of Health. The Director of Health shall remove the suspended certificate of compliance from the premises.
- (f) When the certificate of compliance is suspended, the holder of a certificate of compliance, or the person in charge, shall be notified in writing of the suspension and an opportunity for a hearing will be provided if a written request for hearing is filed with the Director of Health by the holder of the permit within forty-eight (48) hours. The Director of Health may end the suspension at any time by giving written notice to the certificate holder if reasons for suspension no longer exist.
- (g) Upon receiving a request for a hearing, the Director of Health shall immediately examine the merits of such suspension and may vacate, modify or affirm such suspension.
- (h) The certificate of compliance holder who is aggrieved by such action of the Director of Health may, within seventy-two hours (72) hours after the making of such decision, appeal to the Commissioner who shall thereupon immediately notify the authority from whose order the appeal was taken and examine the merits of such suspension and may vacate, modify, or affirm such suspension.

SECTION VI CERTIFICATE OF COMPLIANCE REVOCATION/NONRENEWAL

- (a) The Director of Health, after providing an opportunity for hearing, may revoke or refuse to renew the certificate of compliance of any person for serious or repeated violations of any of the provisions of this regulation, or for interference with the Director of Health in the performance of official duties or for cases where the permit to operate has been obtained through nondisclosure, misrepresentation or intentional misstatement of a material fact.
- (b) Prior to revocation or non-renewal, the Director of Health shall notify the certificate of compliance holder, or person in charge at the facility of the specific reason(s) for such revocation or non-renewal, and that certificate of compliance shall be revoked or not renewed at the end of ten (10) calendar days following service of such notice, unless a written request for hearing is filed with the Director of Health by the holder of the permit within forty-eight (48) hours of such notice. If no request for a hearing is filed within forty-eight (48) hours of such notice, the revocation or non-renewal becomes final. The Director of Health shall remove a revoked certificate of compliance from the premises.

SECTION VII. CERTIFICATE OF COMPLIANCE REINSTATEMENT

(a) Suspension

Whenever a certificate of compliance has been suspended, the holder of the suspended certificate of compliance may make written request for certificate of compliance reinstatement. Within ten (10) days following receipt of a written request, including a statement signed by the applicant that, in his opinion, the conditions causing the suspension have been corrected, the Director of Health shall make a reinspection. If the Director of Health determines that the applicant has complied with the requirements of this regulation and the State Public Health Code or applicable state regulations and laws the certificate of compliance shall be reinstated and returned to the certificate of compliance holder.

(b) Revocation/Non-renewal

After a period of sixty (60) days from the date of revocation or refusal to renew, a written application may be made for the issuance of a new certificate of compliance. This application will be treated as a new application. All appropriate procedures and inspections will be required, including a plan review.

SECTION VIII. HEARINGS

The Director of Health shall conduct the hearings provided for in this regulation at a time and place designated. The Director of Health shall summarize the proceedings of such hearings and provide sufficient copies. The Director of Health shall make a final finding based upon the complete hearing record, and shall sustain, modify or rescind any notice or order considered in the hearing. The Director of Health shall furnish a written report of the hearing decision to the certificate of compliance holder with ten (10) calendar days of the hearing date.

SECTION IX. SERVICE OF NOTICES OR ORDERS

A notice or order provided for in this regulation is properly served when it is delivered to the certificate of compliance holder, or person in charge, or when it is sent by registered or certified mail, return receipt requested, to the last known address of the holder of the certificate of compliance. A completed and signed inspection report shall constitute a written notice.

SPECIFIC STANDARDS AND REQUIREMENTS

SECTION X. EQUIPMENT AND FACILITIES

(a) Water Supply

An adequate supply of hot and cold running water, at proper temperatures, from a municipal or approved private source shall be provided for service for customers, cleanliness of employees and for washing floors, walls, ceiling and equipment.

(b) Hot water at any faucet shall not exceed 110°F.

(c) Waste Disposal

Wastewater from all plumbing fixtures shall be discharged into municipal sewers, otherwise, suitable facilities shall be installed for the absorption of the wastes by the soil in subsurface sewage disposal systems in accordance with provisions of the Public Health Code of the State of Connecticut and Quinnipiack Valley Health District.

(d) Plumbing Fixtures

- (1) Plumbing fixtures shall be of impervious material and of a type which is easily cleanable. They shall be free from cracks and from parts which are not readily accessible for cleaning. They shall be of a type which does not constitute a hazard to a public water supply through back siphonage, or cross-connection.
- (2) All plumbing installation and fixtures shall conform to applicable building and plumbing codes.
- (3) Shampoo bowls shall be used for barbering, hairdressing and cosmetology work only.
- (4) A utility sink shall be provided for proper cleaning of surfaces and equipment.
- (5) At least one (1) handwash facility shall be located in each private treatment room and in each work area in order to provide for proper handwashing before each customer, except when an establishment has been constructed or altered pursuant to plans and specifications approved or permitted prior to June 30, 2004.
- (6) A mop sink must be provided for cleaning the facility, except when an establishment has been constructed or altered pursuant to plans and specifications approved or permitted prior to June 30, 2004.

(e) Floors

Floors shall be nonporous and of such construction as to be easily cleaned. Floors where tinting or shampooing are done, or where chemicals for bleaching hair are used, shall have hard and washable surfaces. Floors shall be kept clean and in good repair. If carpeting or similar material is used for floor covering, it shall be of a light color with a single loop pile of not more than one-fourth (1/4) inch in height. Such floor covering shall be kept clean by vacuuming at least daily and shampooing at least once annually and more frequently if the covering is not clean.

(f) Lighting

Lighting fixtures shall be in sufficient number and properly placed so as to provide adequate illumination.

(g) Ventilation

The shop shall be properly and adequately ventilated so as to remove excess heat and odors. Salon ventilation shall comply with state and local building codes and ordinances.

(h) Cabinets

Cabinets shall be provided for storage of clean linen, towels, blankets and gowns. They shall have tight-fitting doors that shall be kept closed to protect the linen, towels, blankets and gowns from dust and dirt.

(i) Receptacle for Used Towels and Gowns

A covered receptacle, which can be readily emptied and cleansed, shall be provided and maintained in a sanitary manner. Chemically soiled towels and linens shall be stored in fire-retardant containers.

(j) Refuse

Covered containers for hair droppings, paper and other waste material shall be provided and maintained in a sanitary manner.

(k) Toilet Facilities

- (1) Adequate toilet facilities and handwash sinks must be provided for customers and employees. Such facilities and washbasins shall be kept clean and in working order.
- (2) Adequate and conveniently located handwashing facilities shall be provided with hot and cold running water, a sanitary soap dispenser and single-use towels for customers and employees.
- (4) The use of common soap for more than one (1) person is prohibited.
- (5) A covered refuse receptacle shall be provided in the ladies' room.

(l) Work Stations

- (1) Chairs in work stations shall be at least fifty-four (54) inches apart, center to center, except when an establishment has been constructed or altered pursuant to plans and specifications approved or permitted prior to June 30, 2004
- (2) A two (2)-foot wide workspace shall be maintained behind each chair for the operator, except when an establishment has been constructed or altered pursuant to plans and specifications approved or permitted prior to June 30, 2004
- (3) Three (3)-foot wide aisles that are separate and discrete from work areas shall be maintained throughout the shop.

- (4) No hair dryers shall be placed in any waiting room or encroach on the required three (3)-foot wide aisle space.
 - (5) Diagrams 1a and 1b provide a schematic example for the proper design of the floor plan.
 - (6) Mobile stations must be designed to provide the same workspace and separating distances as fixed stations. For a mobile station, it is assumed that the dryer can be accommodated in the workspace designated for the operator.
- (m) Barbershop or Hairdressing and/or Cosmetology Shop in Residence
- (1) A barbershop or hairdressing and/or cosmetology shop located in a residence must be confined to a separate room, separated with ceiling-high partitions and provided with a door to be closed at all times.
 - (2) The area within a home operated as a barbershop or hairdressing and/or cosmetology shop must be equipped with the facilities and instruments required in all such establishments.

SECTION XI. MAINTENANCE AND OPERATION

(a) General Cleanliness

- (1) The owner/manager of every barbershop or hairdressing and/or cosmetology shop shall keep it in a clean and sanitary condition at all times.
- (2) No hair droppings shall be allowed to accumulate on floors. Hair droppings shall be removed frequently and as soon as possible, in such a manner as not to cause objectionable conditions.

(b) Walls, Ceiling and Fixtures

- (1) Ceilings shall be kept in good repair, and cracks in walls, especially around baseboards, shall be filled in so as to prevent the harboring and breeding of insects.
- (2) Cabinets, shelves, furniture, shampoo bowls and fixtures shall be kept clean and free of dust, dirt and hair droppings. Arms, seats and rests of chairs shall be wiped of hair droppings after serving each customer.

(c) Sanitary Services

- (1) No person affected with any infectious disease shall be attended.
- (2) A towel shall not be used for more than one (1) person without being properly laundered before each use.
- (3) A sanitary paper strip or clean towel shall be placed completely around the neck of each customer before an apron or any other protective device is fastened around the neck.

- (4) Clean towels shall be delivered in closed container and kept in a clean, closed cabinet or closet. A commercial linen service shall be used for laundering if not done on the premises.
- (5) A sanitizing agent shall be used when washing towels and linens on the premises.

(d) Sanitation of Equipment and Implements

- (1) Hair brushes, combs and all other implements used on a customer shall be kept clean and sanitary at all times and shall undergo thorough cleansing and sanitizing after serving each customer or single-service disposable implements shall be used.
- (2) Cleaned and sanitized implements shall be stored in sanitary-covered containers which shall contain a disinfectant, or in a clean drawer.
- (3) After handling a customer affected with an eruption or whose skin is broken out or is inflamed or contains pus, the instruments shall be effectively cleaned, washed with soap or a detergent and water, then rinsed with water having a temperature of at least one hundred seventy degrees Fahrenheit (170°F) or allowed to remain for five (5) minutes in alcohol {seventy to eighty per cent (70%-80%)} or some other hospital approved disinfectant or sanitizing process.
- (4) Shaker-top containers must be provided for dispensing lotions and powders.
- (5) Single-service towels, papers and other material shall be disposed of in the proper receptacle immediately after use and shall not be used again.
- (6) All disposable materials that come into contact with blood and/or body fluids shall be disposed of in sealable plastic bags prior to placing in the waste receptacle.
- (7) All articles that come into direct contact with the customer's skin, nails, or hair that cannot be effectively cleaned and sanitized shall be disposed of in a covered waste receptacle immediately after use. Exception: orangesticks, emery boards, buffing squares, cosmetic sponges and disposable nail bits may be kept for the original customer if kept in a covered container labeled with the customer's name.

(e) Shaving Brushes, Mugs, Finger Bowls, and Credo Blades

The use of shaving brushes, shaving mugs and credo blades is prohibited. The use of finger bowls for manicuring purposes is allowed, but the finger bowl must be properly cleaned and sanitized after each customer. Disposable, single-use finger bowls may be used.

(f) Alum and Other Astringents

Alum or other material used to stop the flow of blood shall be applied in powdered or liquid form only.

(g) Neck Dusters, Powder Puffs, Makeup Brushes and Sponges

The use of brush neck dusters, powder puffs, makeup brushes and sponges is prohibited unless they are single-use disposable implements.

(h) Foods and Beverages

Foods and beverages shall not be prepared, stored or sold in the permitted premises, except with a valid Food Permit from the Quinnipiack Valley Health District . Coffee and tea may be prepared and kept for the convenience of employees and patrons, but no charge is to be made to patrons who are served. Food and nonalcoholic beverages may, however, be brought into the permitted premises, from an approved source, for immediate consumption and also may be dispensed by means of automatic vending machines on the premises.

(i) Animals, Pets or Live Birds

No animals, pets or live birds shall be kept in any barbershop or hairdressing and/or cosmetology shop. This prohibition does not apply to trained guide dogs (or dogs in training) for the disabled, sightless or hearing impaired.

SECTION XII HYGIENE OF OPERATORS

(a) Cleanliness of Operators

The hands of the operator shall be thoroughly washed with soap and warm water before serving each customer and immediately after using the toilet, or after eating.

(b) Health of Operators

No person known to be affected with any communicable disease in an infectious stage shall engage in barbering, hairdressing or cosmetology, and no person so affected shall be employed as a barber, hairdresser or cosmetician.

(c) Operators shall not eat or drink while providing services to a customer.

SECTION XIII SMOKING PROHIBITED

No operator shall smoke while providing services to a customer.

SECTION XIV PROPER ATTIRE

Operators shall wear, while attending any customer in a barbershop or hairdressing or cosmetology shop, clean, washable garments having at least one-quarter (1/4)-length sleeves.

SECTION XV RECOMMENDED SANITIZERS

- (a) The following chemical methods constitute satisfactory sanitization of implements. No method is considered effective without prior thorough cleaning with detergent (soap, trisodium phosphate, etc.).

<u>Disinfectant</u>	<u>Type of Use</u>	<u>Comments</u>
<i>Quaternary ammonium compounds</i>	1:1000 dilution for 30 seconds	One of the most recent developments because they are odorless, non-toxic, highly stable and noncorrosive.
<i>Boiling Water</i>	5 minutes	The addition of 1% sodium carbonate will prevent rusting.
<i>Lysol (or compound cresol solution or phenolic compound)</i>	5% solution for 3 min. 2% solution for 10 min.	For use on colored gowns or towels
<i>Commercial formalin</i>	10% solution for 1 min.	May be irritating; Deteriorates on standing.
<i>Alcohol (70% ethyl Alcohol or 99% isopropyl alcohol)</i>	3 min.	
<i>Lubricant sanitizer</i>	Combination	Recommended for electric clippers
<i>Other EPA-registered disinfectants</i>		<i>Use according to the manufacturer's instructions</i>

- (b) Chemicals suitable for low temperature washing (less than or equal to 158°F.) of towels and linens shall be used. Lysol or household bleach (sodium hypochlorite) shall be used according to manufacturers' specifications. Color safe bleach may not be used.
- (c) Non-chemical methods of sanitizing must be approved in writing by the Director of Health. Equipment specifications shall accompany requests for approval.

SECTION XVI. ELECTRIC CLIPPER SANITIZING TECHNIQUES

The following are recommended sanitizing techniques for electric clippers:

- (a) Detachable Head-Type (Sanitary Design):
- (1) Detach blades.
 - (2) Clean thoroughly.
 - (3) Immerse in effective sanitizer for required time.

(b) Non-detachable Head-Type:

- (1) Place covered shallow glass jar at work shelf opposite every barber chair.
- (2) After use, brush out excess hair and grease; wipe cutting blades clean.
- (3) Immerse blade in combination lubricant-sanitizer, run clipper while immersed for ten (10) seconds.
- (4) Remove clipper and allow blades to drain for ten (10) minutes on a clean towel or tissue, preferable in a cabinet reserved for tools already sanitized and ready for use. Wipe blades clean with a fresh disposable tissue.

