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**Cosmetology, Barbering & Esthetics Services and Tanning Facilities**

**313-A:1 Definitions. –**

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II. "Barbering" means:

- (a) Shaving or trimming the beard or cutting the hair;
- (b) Giving facial or scalp massages or treatment with oils, creams, lotions, or other preparations, either by hand or mechanical appliances; or
- (c) Shampooing, arranging, dressing, or styling the hair.

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III. "Barbershop" means any establishment or place of business wherein the practice of barbering is engaged in or carried on

VI. "Cosmetology" means arranging, dressing, curling, waving, cleansing, cutting, bleaching, coloring, or similarly treating the hair of any person, and performing other work customarily performed by a cosmetologist such as giving facials, manicures, pedicures, and artificial nail enhancements, applying makeup or eyelashes to any person, and removing superfluous hair.

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VIII. "Esthetics" means:

- (a) Giving facials, applying makeup, giving therapeutic skin care treatments, removing superfluous hair, or applying eyelashes to any person;
- (b) Beautifying the face, neck, arms, and shoulders, by use of cosmetic preparations, antiseptics, tonics, lotions, or creams;
- (c) Massaging, cleansing, or stimulating the face, neck, arms, and shoulders, by means of the hands, devices, apparatus, or appliances, with the use of cosmetic preparations, antiseptics, tonics, lotions, or creams; or
- (d) Providing pedicure and manicure services, including therapeutic skin and nail care treatments for the feet and hands, beautifying the feet and hands, and massaging, cleansing, or stimulating the feet and hands by means of the hands, devices, apparatus, or appliances, with the use of cosmetic preparations, antiseptics, tonics, lotions, or creams, trimming or filing the nails, and polishing the nails.

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X. "Manicuring" or "pedicuring" means cutting, trimming, polishing, applying artificial enhancements such as tips or acrylic to the natural nails, or coloring or cleansing the nails of any person.

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XII. "Salon" means a beauty salon or other place kept open for the business of cosmetology, manicuring, or esthetics.

XIII. "School" means a school or other institution conducted for the purpose of teaching cosmetology, manicuring, barbering, or esthetics.

XIV. "Tanning device" includes any equipment, including a sunlamp, tanning booth, and tanning bed, that emits electromagnetic radiation with wavelengths in the air between 200 and 400 nanometers and is used for the tanning of human skin. The term also includes any accompanying equipment, including protective eyewear, timers, and handrails.

XV. "Tanning facility" means any location, place, area, structure or business which provides

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access to a tanning device for a fee, membership dues or any other compensation.

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**Safeguarding Guidance:**

The Governor’s Economic Re-Opening Task Force recommends protocols for safeguarding all New Hampshire businesses during the coronavirus disease 2019 (COVID-19) pandemic. This industry-specific guidance is based on what is currently known about COVID-19 and is intended to protect the public’s health and allow New Hampshire to begin to open for business. The intent of these recommendations is to reduce transmission of COVID-19 among practitioners and clients; support healthy business operations; and maintain a healthy work environment.

In addition to strict adherence to [U.S. Centers for Disease Control and Prevention \(CDC\)](#), [Equal Employment Opportunity Commission \(EEOC\)](#) and [Occupational Safety and Health Administration \(OSHA\)](#) guidance, and [US Food and Drug Administration \(FDA\)](#) the State of New Hampshire recommends policies and procedures to protect consumers and employees, including:

**General Guidance to Protect Employees and Consumers:**

- 1.) Follow the [Universal Guidelines](#) for All New Hampshire Employers and Employees.
- 2.) Review CDC [guidance for businesses and employers](#).
- 3.) Review CDC [guidance for cleaning and disinfection](#).
- 4.) All clients MUST wear, at a minimum, a cloth face mask covering nose and mouth when within the salon, barbershop, or school. All clients in a tanning facility MUST wear, at a minimum, a cloth face mask covering nose and mouth when within the common areas. Cloth face masks/coverings should be worn and managed according to CDC guidance about [use of cloth face coverings](#).
- 5.) All staff MUST wear, at a minimum, a cloth face mask covering nose and mouth at all times when within the salon, barbershop, school, or tanning facility, even when alone in client service areas (e.g. cleaning and disinfecting after services). Cloth face masks/coverings should be worn and managed according to CDC guidance about [use of cloth face coverings](#).
- 6.) Staff and clients wearing face coverings must not touch their eyes, nose, mouth, or face, or adjust their face mask without first sanitizing hands. After touching face or adjusting mask, hands must be sanitized.
- 7.) Alcohol-based hand sanitizer must be made readily available at the reception area and client service areas for frequent use by both staff and clients.
- 8.) Staff and clients must be screened (questioned about) symptoms of COVID-19 before each shift (for staff), and before the appointment (for clients). Staff with any COVID-19 symptoms must be allowed to work. Clients with any COVID-19 symptoms must be re-scheduled and not allowed in the facility.

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- 9.) Staff and clients should maintain a distance of at least 6 feet from others in the salon, barbershop, school, or tanning facility at all times except for when staff are providing cosmetology, barbering, or esthetics services.

**Phase 2 Cosmetology, Barbering, Esthetics, Manicuring, and Pedicuring Services, and Tanning Facilities**

**Guidance Applicable to Salons, Barbershops, Schools, and Tanning Facilities**

*Reception and Scheduling*

- 1) Reception areas must be closed.
- 2) Clients must be scheduled by appointment only either online or by phone. No walk-in appointments.
- 3) The maximum amount of time for one single service or multiple single services that a client may receive on a single day within the salon, barbershop, school, or tanning facility is one hour, per recommendations of DPHS.
- 4) Businesses must stagger appointments so only person is arriving at a time.
- 5) Clients must wait in their car until the business alerts them to enter.
- 6) There must be sufficient time between clients in order to complete sanitation procedures.
- 7) Services should preferably be paid for electronically before arrival at the establishment. If electronic or card payment is unable to be submitted, clients must come with exact cash payment or check.
- 8) Businesses must remove unnecessary clutter or items. Cover any cloth or fabric items with non-permeable barriers that may come into client contact and would therefore need to be cleaned and disinfected.
- 9) Businesses must remove all product testers and samples.
- 10) Staff must change clothing at the start of each shift and the end of each shift.
- 11) Businesses should avoid offering marketing materials and business cards for clients to take as needed, but instead refer clients to websites or other digital material.
- 12) Staff must not have physical contact with clients that is not necessary to provide services (e.g. no shaking hands or hugging).
- 13) Businesses must create client signage informing about policies and procedures.
- 14) Clients must receive pre-visit telephone consultation within 24 hours prior to their appointment to screen for symptoms of COVID-19, recent travel, or close contact to any person with suspected or confirmed COVID-19 in the prior 14 days. Standard screening questions are outlined in the [Universal Guidelines](#).
- 15) Businesses must develop and implement a safety and cleaning/disinfection checklist, per guidelines, to be performed daily and in between clients.
- 16) Staff must disinfect POS terminals after each use.
- 17) Staff must disinfect reception counter, door handles, and phones at the beginning of the day and after every use.

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- 18) Staff must wash hands with soap and water for at least 20 seconds frequently, especially before/after eating, smoking and using the restroom. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- 19) Staff must Wash/sanitize hands immediately before and after providing services to a client or before returning to the client if called away.
- 20) Staff must wash hands after removing gloves.
- 21) Staff must wear aprons while providing services, which shall be changed between each client.
- 22) Staff must not use blow dryers or hooded dryers in accordance with DPHS recommendations. Heat rings are permissible.
- 23) A maximum of no more than 7 operating stations per 1000 square feet is allowed at the facility at any time, (possibly fewer depending on the size of the salon and ability to maintain 6 feet of distance between clients at all times), plus the number of clients should not exceed the number of staff. For example, in a small salon with one staff member, the maximum number of people allowed in the salon at any one time is two.
- 24) Businesses are permitted to use air conditioning units and fans.
- 25) Clean and disinfect all retail areas daily, including products. Place a sign prohibiting clients from self-serving in the retail area and to ask for assistance.
- 26) Businesses should consider floor stickers and signage that provide guidance for maintaining 6-foot physical distance.
- 27) Consider providing physical barriers to protect clients and staff such as partitions or Plexiglass barriers.
- 28) For contact tracing purposes, establishments should maintain a record including contact information for clients, and those personnel who had direct interaction with them.

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## *Restroom Area*

- 1) Staff must regularly clean and disinfect all surfaces.
- 2) Businesses should consider upgrading to touchless faucets, soap and paper towel dispensers.
- 3) Businesses should consider adding touchless, automatic hand sanitizer dispensers.
- 4) Businesses must place trash container near door.
- 5) Businesses must remove any products that do not belong in the restroom.
- 6) Businesses must ensure soap dispensers are regularly filled.
- 7) Restrooms should be single use (one-at-a-time) facilities, where feasible.

## *Laundry Services*

- 1) Staff must place all dirty linens in a covered non porous container.
- 2) Staff must wash all laundry on hot with detergent and dry until "hot to the touch" ensuring no moisture or dampness in any linen.

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- 3) Staff must launder (porous) or disinfect (non-porous) caps and capes.
- 4) Staff must store all linens in a closed cabinet or covered shelving until used.

*Use of Disinfectants*

- 1) Staff must review and follow CDC guidance relating to cleaning and disinfection for COVID-19.
- 2) Staff must use disinfectant that is EPA-registered and labeled as bactericidal, virucidal and fungicidal
- 3) Staff must disinfect using an EPA-approved disinfectant against COVID-19.
- 4) Staff must observe full contact time on manufacturers label.
- 5) Staff must make fresh daily disinfectant for immersion and replace if it becomes contaminated sooner.
- 6) Staff must remove immersed items at the end of contact time, rinse, and dry with a paper towel or clean, freshly laundered towel.

**Guidance Applicable to Salons, Barbershops, and Schools Providing Cosmetology and Barbering Services.**

*Authorized Services*

- 1) Cosmetologists and barbers may provide all services within their scope of practice as long as a client is capable of wearing a mask.

*Work Station*

- 1) Businesses must ensure cosmetology and barbering work stations are at least 6 feet apart; more distance is preferable.
- 2) Staff must routinely and frequently clean work stations, especially between client use. Staff must review the CDC reopening guidance for cleaning and disinfecting.
- 3) Staff must clean and disinfect all non-porous implements used in the services, as required by all states (immersion or wipe).
- 4) Staff must store properly disinfected implements in closed, containers that have also been disinfected (wipe).
- 5) Staff must clean and disinfect all electrical implements before and after use on a client.
- 6) Staff must clean and disinfect chairs and headrests before and after each client
  - a. Remember that porous materials cannot be disinfected and ongoing use of disinfectants on materials covering chairs, can damage the material.
  - b. Consider barrier methods on chairs such as disposable paper drapes or towels that can be laundered after each client.
- 7) Clean and disinfect station, rolling carts drawers and any containers used for storage.
- 8) Ensure that single use (porous items) are new.
- 9) Hand sanitizer for client use.
- 10) No testers of any kind are permitted.
- 11) Stylists and Master Barbers must manage one client at a time.

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*Shampoo Bowls:*

- 1) Clean all bowls, handles, hoses, spray nozzles and shampoo chairs before and after client use.
- 2) Disinfect all bowls, handles, hoses, spray nozzles and shampoo chairs before and after client use, observing full contact time with a properly concentrated disinfectant or wipe.

*Cleaning and Disinfecting electrical implements.*

- 1) After each use, staff must clean implement with wipe or spray and remove any debris, such as hair.
- 2) After each use, staff must use an EPA-registered bactericidal, virucidal and fungicidal spray, foam or wipe to disinfect implement for full contact time listed on the manufacturers label.
- 3) When contact time is complete, staff must dry with paper towel or clean, freshly laundered towel.

**Guidance Applicable to Salons, and Schools Providing Esthetics Services.**

*Authorized Services*

- 1) Esthetics services shall be limited to those esthetics services that may be performed while the client is wearing a cloth face covering.
- 2) Estheticians will manage one client at a time per esthetician.
- 3) All staff must also wear protective goggles with a side shield or a face shield while protecting esthetics services to clients.

*Treatment Rooms*

- 1) Businesses must ensure work stations are at least 6 feet apart if not in a separate treatment room; more distance is preferable.
- 2) Businesses must ensure cosmetology and barbering work stations are at least 6 feet apart; more distance is preferable.
- 3) Staff must routinely and frequently clean work stations, especially between client use. Staff must review the CDC reopening guidance for cleaning and disinfecting.
- 4) Staff must clean and disinfect all non-porous implements used in the services, as required by all states (immersion, spray or wipe).
- 5) Staff must store properly disinfected implements in closed, containers that have also been disinfected (wipe or spray).
- 6) Staff must clean and disinfect all electrical implements before and after use on a client.
- 7) Staff must clean and disinfect chairs and headrests before and after each client
  - a. Remember that porous materials cannot be disinfected and ongoing use of disinfectants on materials covering chairs, can damage the material.
  - b. Consider barrier methods on chairs such as disposable paper drapes or towels that can be laundered after each client.

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- 8) Consider use of disposable towels, disposable facial headbands, and disposable table coverings.
- 9) Hand sanitizer for client use.
- 10) No testers of any kind are permitted.

### **Guidance Applicable to Salons, and Schools Providing Manicuring and Pedicuring Services**

#### *Authorized Services*

- 1) Salons and Schools may offer all manicuring and pedicuring services.
- 2) Staff must manage one client at a time per staff member.
- 3) When providing manicuring and pedicuring services, staff must wear face shields in addition to face masks. If face shields are not available, other eye covering may be worn such as, in order of preference, goggles, eyeglasses, or a plastic shield/sneeze shield.
- 4) Staff should wear disposable gloves when servicing clients and change gloves between each client and must wash hands thoroughly between clients.
- 5) For dip nails, staff must not “double dip.” Staff must either dispose of the entire product or place extra product into another vessel or dish other than the vessel or dish used on one client. The product used on the client must be discarded at the end of service.

#### *Work station:*

- 1) Businesses must ensure work stations are at least 6 feet apart; more distance is preferable.
- 2) Staff must routinely and frequently clean workstations, especially between client use. Staff must review the CDC reopening guidance for cleaning and disinfecting.
- 3) Staff must clean and disinfect all non-porous implements used in the services, as required by all states (immersion, spray or wipe).
- 4) Staff must store properly disinfected implements in closed, containers that have also been disinfected (wipe or spray). Disinfectant for immersion of tools must be mixed daily and replaced sooner if it becomes contaminated during the day
- 5) Staff must clean and disinfect all electrical implements before and after use on a client.
- 6) Staff must clean and disinfect chairs and headrests before and after each client.
  - a. Remember that porous materials cannot be disinfected and ongoing use of disinfectants on materials covering chairs, can damage the material.
  - b. Consider barrier methods on chairs such as disposable paper drapes or towels that can be laundered after each client.
- 7) Staff must clean and disinfect station, rolling carts drawers and any containers used for storage.
- 8) Staff must ensure that single use (porous items) are new.

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- 9) Hand sanitizer for client use.
- 10) No testers of any kind are permitted.
- 11) Businesses must require clients to purchase nail polish or, alternatively, post a sign asking clients not to touch polishes but to advise the nail technician of the polish requested. This would apply for retail as well.
- 12) Businesses must ensure that soap and paper towels are available at all sinks.
- 13) Staff must remove and discard all single use tools such as used paper files, drill bits, and buffers.
- 14) Staff must fully disinfect manicuring tables prior to each new client.
- 15) Staff must cover the table with a clean towel or plastic disposable covering between each client.
- 16) Each new nail service requires replacement with new or clean articles for each client, including cloth towels, finger bowls, spatulas and any other tool or implement that comes into direct contact of the nail or skin or skin product from multi-use containers.
- 17) Disposable single use items are encouraged.

*Foot spas:*

1. Use of bubbles or jets is not permitted.
2. Staff must clean all bowls, handles, hoses, spray nozzles and foot spas before and after client use.
3. Staff must disinfect all bowls, handles, hoses, spray nozzles and foot spas before and after client use, observing full contact time with a properly concentrated disinfectant or wipes.

**Guidance Applicable to Tanning Facilities.**

*Authorized Services*

Tanning facilities may offer all services in accordance with these guidelines.

*Treatment Rooms:*

1. Tanning beds must be located in separate treatment rooms. Tanning beds must be equipped with exhausts that evacuate air out of the building.
2. Between client use, staff must clean and disinfect all surfaces within tanning rooms such as chairs, tables, electrical appliances (do not forget the cords). Review the CDC reopening guidance for cleaning and disinfecting.
  - a. Remember that porous materials cannot be disinfected and ongoing use of disinfectants on materials covering chairs, can damage the material.
  - b. Consider barrier methods on chairs such as disposable paper drapes or towels that can be laundered after each client.
3. Between client use, staff who possess the Smart Tan Tanning Salon Certification must clean and disinfect all non-porous tanning equipment and implements used in the

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services, as required by all states (immersion, spray or wipe). **Clients must not clean and disinfect equipment by themselves.**

4. Staff must store properly disinfected implements in closed, containers that have also been disinfected (wipe or spray).
5. Ensure that single use (porous items) are new.
6. Hand sanitizer for client use.
7. No testers of any kind are permitted.