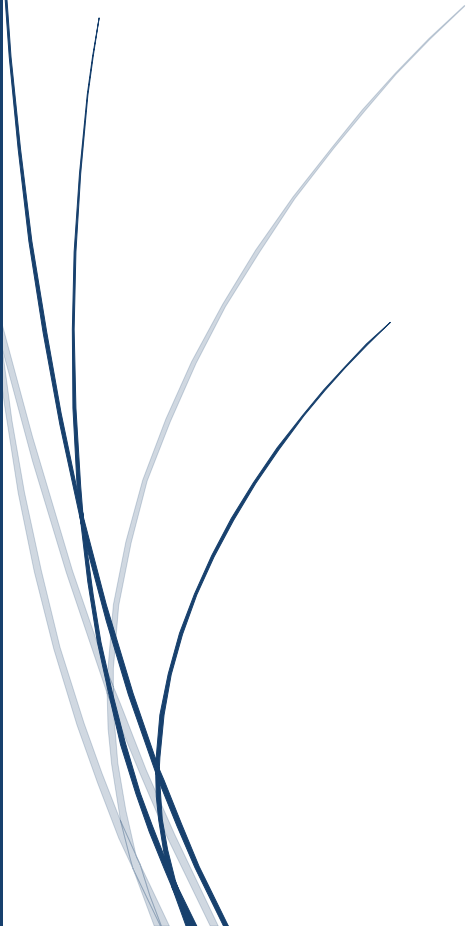




April 2020

Guidelines for Beauty and Wellness Establishments

Reopening amid COVID 19



SAFETY GUIDELINES FOR REOPENING BEAUTY AND WELLNESS ESTABLISHMENTS

Introduction

In light of the COVID-19 pandemic, reopened beauty and wellness establishments should adhere to strict guidelines in order to protect the safety of clients and employees.

The recommendations provided should be used in conjunction with the Saint Lucia Public Health Act (No 8 of 1975) and Regulations for safety and sanitation that are currently in place for Beauty and wellness establishments. The Saint Lucia Bureau of standards has published various standards for the sector including:

- SLCP 13-1:2012 Code of Practice for Beauty and Wellness - Part 1: General requirements
- SLCP 13-2 :2014 Code of Practice for Beauty and Wellness - Part 2: Particular Requirements for Spas
- SLCP 13-3: 2016 Code of Hygienic Practice for Beauty and Wellness - Part 3: Particular Requirements for Tattoo Establishments
- SLCP 13-4: 2017 Code of Hygienic Practice for Beauty and Wellness - Part 4: Particular requirements for hairdressing and barbershop establishments

Keep in mind that these guidelines will be in effect during the period of the COVID-19 pandemic and may be adjusted as necessary, and reduced when safe to do so. This decision lies with the Ministry of Health and pronouncements will be made accordingly.

In preparing this document considerable assistance was derived from the following documents:

- [Georgia State Board of Cosmetology and Barbers safety guidelines for reopening barber and cosmetology](#)
- [WHO Advice for Getting Workplaces ready for COVID 19](#)
- [WHO Rational use of personal protective equipment for coronavirus disease \(COVID-19\)](#)
- [WHO Advice on the use of masks in the context of COVID-19](#)

Acknowledgment of expertise and efforts of Beauty and Wellness Technical committee members from a cross section of industry, the Hair Beauty & Spa Professionals Association (Saint Lucia) Inc., Ministry of Health, Saint Lucia Coalition of Service Industries Inc and Saint Lucia Bureau of Standards.

1 Temperature checks

Salons should consider use of a touchless infrared thermometer to check the temperature of employee each day and of each client before entering the salon/shop. Any employee or client who has a temperature above 37 °C (99 °F) should be sent home immediately and not allowed to return to the salon/shop until they have no fever and no evidence of COVID-19 symptoms.

NOTE 1 Temperature checks should be done outside the establishment, if possible. Reception area should be used for comfort when performing temperature checks.

NOTE 2 Temperature reading should be kept as part of client record.

2 Screening

Ask each client entering the shop the following questions:

- Have you had a cough?
- Have you had a fever?
- Have you been around anyone exhibiting these symptoms within the past 14 days?
- Are you living with anyone who is sick or quarantined?

The responses will assist you in determining level of precaution during delivery of service.

3 Limit people in the shop/salon

- Salons/shops should consider seeing clients by appointment only. Salons/shops should consider telephonic or online scheduling. Limit the number of persons in the waiting area inside the salon/shop. Consideration should be given to the number of hours practitioner can work each day.
- It is recommended that clients wait outside the salon/shop in their vehicle until the therapist, cosmetologist or barber is ready to serve them.
- It is recommended that persons not being serviced in the salon/shop wait outside the salon/shop.
- Salons/shops are not be used for social gathering places.

4 Social Distancing

- Social distancing should be maintained at all times.
- Working Space between practitioners in the salon should be at least six feet, except when staff are servicing clients.
- Salons/shops should consider additional spacing between booths, divider shields, and/or alternate work schedules to accomplish this.

5 Personal Protective Gear

Wearing masks - Salon/shop employees will be required to wear masks at all times. Salons may want to consider providing masks to clients. Clients should wear face masks to the extent possible while receiving services.

The use of mask is mandatory for service providers. Place a clean towel, placed over the face of your client while at the sink in a good way to protect their mouth, nose and eyes. Minimize to the greatest degree possible, up-close, direct face-to-face contact with clients.

Face shields - If available, it is recommended that employees wear face shields when servicing clients.

Gloves – It is recommended that employees wear disposable gloves when servicing clients and change gloves between each client to the greatest extent possible.

Capes - Each client should be draped with a clean cape. Capes should be laundered following the fabric recommendations between each client, or salons/shops may consider using disposable capes and dispose of the cape after it is used.

Smocks - Employees should wear a clean smock between each client. Smocks should be laundered following the fabric recommendations between each client, or salons/shops may consider using disposable smocks and dispose of the smock after use on a client.

Neck strips/towels - Employees should use protective neck strips or a clean towel around the neck of each hair-cut client.

Hand-washing shall be with soapy, warm water, for a minimum of 20 seconds will be required by employees between every client service.

Employee clothing - Employees should arrive at the salon/shop showered and wearing clean clothing. Employees should change into work clothes at work. Employees should change clothes before entering their homes when they return from work.

PPG, such as gloves, gowns, drapes, linens and eye coverings should be changed between each client. These used items should be cleaned and disinfected or discarded in a closed container.

6 Disinfection

- All salons/shops should be thoroughly cleaned and disinfected prior to reopening. Disinfect all surfaces, tools, and linens, even if they were cleaned before the salon/shop was closed.
- Use disinfectants that are registered and labelled as bactericidal, viricidal and fungicidal. No product will be specifically labelled for COVID-19 at this moment, but many will have “human coronavirus” efficacy either on the label or available on their website. If in doubt of the effectiveness, check the Ministry of Health for a direction.
- Contact time on label must be observed for disinfectant to work. Contact time refers to how long the disinfectant is visibly wet on the surface allowing it to thoroughly destroy all of the pathogens. Typical contact time for immersion/sprays is 20 minutes, for disinfectant wipes is 2-4 minutes.
- Disinfectant for immersion of tools (Barbicide®), must be mixed daily and replaced sooner if it becomes contaminated throughout the work day. Disinfectant only works on a clean surface so clean all surfaces and tools **with hot soapy water, Ship-shape® or cleaning wipes** (if using wipes, be sure to cover surface thoroughly) before disinfecting.
- Disinfectants used for immersion must be changed daily or sooner if it becomes contaminated

EXAMPLE Visible signs of contamination may include Hair/debris floating in solution or cloudy solution.

- Disinfection is for hard non-porous surfaces, glass, metal and plastic. Porous/soft surfaces cannot be disinfected and must only be used once and then discarded.

EXAMPLE Porous articles may include Tools such as cardboard files, buffers, drill bits etc.

- All linens shall be laundered in hot soapy water and dry completely at the warmest temperature allowed and store in an airtight cabinet. Store all used/dirty linens in an airtight container.

EXAMPLE Linens used in used in beauty and wellness establishment may include Towels, drapes and smocks.

7 Reception area

- All unnecessary items such as magazines, newspapers, service menus, any other paper products and décor shall be removed.
- Wipe down all seats and tables; cloth chairs cannot be properly cleaned and disinfected, using a plastic cover should be considered.
- Wipe reception desk with disinfectant and consider discontinuing use of paper appointment books or cards, and replace with electronic options.
- Employees should frequently wash their hands after using the phones, computer, cash register and/or credit card machine. Wipe these surfaces with alcohol or disinfection wipes between each use.
- Avoiding the exchange of cash can help greatly in preventing spread of virus, but if this is unavoidable, be sure to wash and sanitize hands well after each transaction. The use of credit/debit transactions is preferred, using touch/swipe/no signature technology.
- Clean and disinfect all retail areas, daily, including products. Try to avoid client touching products that they don't plan to purchase.
- Clean and wipe all door handles and other surfaces that are regularly touched by clients and staff with disinfectant wipes.
- Provide hand sanitizer and tissues for employees and clients.
- Consider floor stickers and signage that provide guidance for social distance
- Placement of visible and appropriate signage to communicate to the customer that thorough sanitation procedures are in place.
- Consider placement of sneeze shields.

8 Restrooms

ALL restroom surfaces including floors, sinks and toilet bowls shall be cleaned and disinfected. Paper products shall be stored in a closed cabinet and provide antibacterial hand soap. Place trashcan by door. Remove anything that does not have to be in the restrooms.

9 Shampoo bowls

All bowls, hoses, spray nozzles, foist handles, shampoo chairs and arm rests shall be cleaned and disinfected. All back-bar products and shelves shall be wiped down. Any products that have not been stored in a closed container shall be discarded and replaced. If available, wrap shampoo bowls in plastic and discarded between each client.

Consider asking clients to wash their own hair before entering the salon/shop.

Limit as much as possible face-to-face contact with clients, and consider using face-shields by those employees providing shampoo services.

10 Work stations

All work area surfaces shall be cleaned and disinfected.

EXAMPLE Chairs, head rest, arm rests.

NOTE The use of harsh disinfectants can damage leather chair, and cloth chairs cannot be disinfected, so please use a plastic covering.

All reusable tools shall be cleaned and disinfected and stored in an airtight closed container.

All appliances and any other items used in connection with servicing clients shall be cleaned and disinfected.

EXAMPLE Sheers, clippers, clipper guards, clippies, rollers, combs, brushes, rolling carts.

All products should be checked and secured in a closed container, if not you must discard and replace.

EXAMPLE Lotions, creams, waxes and scrubs.

All single use tools that have already been used shall be remove and discard.

EXAMPLE Paper files, drill bits and buffers.

Clean and disinfect all linen hampers and trash container and only use such container that can be closed and use with liners that can be removed and discarded.

Provide labelled hand sanitizer at all work locations for employees and clients.

Consider station barriers between work stations.

11 Pedicure bowls

Remove all parts that can removed.

Clean all removed parts with soap and water, rinse in clear water and then immerse into properly diluted disinfectant for full recommended contact time.

Scrub bowl with soap and water and replace removed parts to bowl.

Rinse with bowl with clean water.

Fill bowl with again with clean water and proper amount of disinfectant and let stand for proper time (at least 20 minutes).

If your bowl has jets, allow the jets to run for a full 20 minutes with disinfectant.

12 Treatment rooms

- Clean and disinfect all surfaces such as, chairs, tables, electrical appliances (don't forget the cords).
- Clean and disinfect all linens and store in a closed container/cabinet.
- Clean and disinfect all hampers that hold soiled linens and be sure to use one that can be lined and closed.
- Remove and discard any products that could have been contaminated by improper unsanitary use. Replace with new product.

- Empty all wax pots and disinfect before refilling them with new wax. Purchase new single use applicators that can be disposed of in an airtight trash bin. The airtight trash bin should have a lid and should be lined with a disposable plastic bag.

13 Administrative controls

- Employees who are sick will be expected to stay home.
- Salon/shop owner/managers should provide training, educational materials, and reinforcement on proper sanitation, hand-washing, cough and sneeze etiquette, using PPG, and other protective behaviors.
- Ensure break-rooms are thoroughly cleaned and sanitized and not used for congregating by employees.
- Ensure that all sinks in the workplace have antibacterial soap available and paper towels.
- Post handwashing signs in the restrooms.
- Provide alcohol or disinfecting wipes for use at phone stations.
- Be flexible with work schedules/salon hours to reduce the numbers of people (employees and clients) in salons/shops at all times in order to maintain social distancing.
- Provide Barbicide® or disinfectant wipes, liquid disinfectant containers, and Barbicide® concentrate or approved disinfectant for disinfecting technical implements and work areas.
- Consider discontinuing hand relief treatments as well as scalp, neck, and shoulder massages during the COVID-19 pandemic.