

SANITARY CODE

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT

SECTION 14

SALONS

(Barbershops, Hair Dressing and Cosmetology Shops)

14.1 DEFINITIONS

For the purpose of this Section,

**“Barbering”** - the following practices shall be construed as practicing the occupation of barber or master barber, when done upon the head, face and neck for cosmetic purposes and done for the public, with or without compensation: Shaving or trimming the beard; cutting hair; styling or cutting hairpieces and wigs; giving facial and scalp massage or application of oils, creams, lotions or other preparations, either by hand or mechanical appliances, singeing, shampooing or dyeing the hair or applying hair tonic, and applying cosmetic preparations, antiseptics, powders, oils, clays or lotions to scalp, face or neck.

**“Barbershop”** - any establishment engaged in the practice of barbering for the public.

**“Hairdressing and Cosmetology”** - means the art of dressing, arranging, curling, waving, weaving, cutting, singeing, bleaching and coloring the hair and treating the scalp of any person, and massaging, cleansing, stimulating, manipulating, exercising or beautifying with the use of the hands, appliances, cosmetic preparations, antiseptics, tonics, lotions, creams, powders, oils or clays and doing similar work on the face, neck and arms, and manicuring the fingernails of any person for compensation, provided nothing in this subdivision shall prohibit an unlicensed person from performing facials, eyebrow arching, shampooing, manicuring of the fingernails or, for cosmetic purposes only, trimming filling and painting the healthy toenails, excluding cutting nail beds, corns and calluses or other medical treatment involving the foot or ankle, or braiding hair.

**“Hairdressing, Cosmetology Salon”** - any establishment engaged in the practice of hairdressing, cosmetology, or barbering for the public.

**“Mobile Work Station”** - A modular space which can be used for multiple purposes through the use of mobile equipment.

**“Nail Salon”** - Means an indoor establishment, kiosk, or site regardless of duration, that offers, provides, permits or allocates space for the manicuring of fingernails and pedicuring of toenails or enlists the use of chemicals which include but is not limited to resins, plasticizers, solvents, pigments, creams, emollients, adhesives, paints or compressed air brush equipment for the purpose of treating, painting, repairing, and enhancing of the human fingernails and toenails.

**“Nail Technician”** - Means a person who, for compensation, cuts, shapes, polishes or enhances the appearance of the nails of the hands or feet, including, but not limited to, the application and removal of sculptured or artificial nails.

**“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 Section and the Connecticut Public Health Code.

**“Salon”** - Includes any shop, store, day spa or other commercial establishment at which the practice of barbering, hairdressing and cosmetology, or the services of a nail technician, or any combination thereof, is offered and provided.

**“Shampoo Station”** - A shampoo station consists of a shampoo bowl (sink) and a shampoo chair.

**“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.

**“Work Station”** - A work station is defined as a chair, counter top and floor space set aside for the purpose of serving a customer, including floor space for the operator to stand while serving the customer.

#### 14.2 PLAN REVIEW AND PRE-OPERATION INSPECTIONS

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, except in accordance with plans and specifications approved by the North Central District Health Department.

Properly prepared plans drawn to a scale of not less than 1/4" = 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 plans and specification shall be submitted with forms furnished by the Director of Health. The Director of Health shall approve the plans and specifications if they meet the requirements of this Section and the Connecticut Public Health Code.

Prior to the barbershop's, hairdressing and/or cosmetology shop's opening, 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 Section and the Connecticut Public Health Code.

#### 14.3 PERMIT REQUIRED

- A. Any owner desiring to operate a salon shall, at least ten (10) working days prior to the opening of a new salon or the expiration of an existing permit or the change of ownership, make written application for a permit on forms provided by the Health District. Such application shall be submitted prior to start of construction, remodeling or conversion. Such application shall include, but not be limited to, the name and address of the person responsible for the operation of the salon, the type and location of the salon and the signature of each owner or authorized representative. Such permit shall be in addition to the individual license required by the State of Connecticut under Section 20-252 to 265 of the General Statutes.
- B. The application shall be accompanied by the appropriate fee.
- C. Prior to the issuance of final approval for permit, the Director of Health or his authorized agent shall inspect the salon to determine compliance with the provisions of this Section, the Connecticut Public Health Code, any other applicable codes, regulations or statutes.
- D. The Director of Health shall issue a new permit to the applicant if the inspection reveals that the salon complies with the requirements of this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes. Permitted facilities must comply with the requirements of the Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes.
- E. All permits shall expire on January 1 of each year, unless otherwise indicated and may be renewed for another year upon application and payment of an annual fee, provided that the salon is in compliance with this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes.

- F. In the case of a transfer of ownership of an existing salon to a new owner, the new owner shall submit an application for a permit on forms provided by the Health District. The establishment shall be brought into compliance with this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes by correcting all violations before a permit to operate can be issued. The permit is not transferable.
  
- G. No permit shall be granted to any individual to operate a barbershop or hair-dressing shop unless such person has been licensed as a barber or hairdresser/cosmetician for not less than two (2) years.
  
- H. All operators in a barbershop and hairdressing/cosmetology shop shall have and display an appropriate current license or registration from the State of Connecticut in addition to the Health District permit to operate.
  
- I. A temporary permit to operate a salon may be granted for a period not to exceed 14 calendar days. A temporary license would be required for conducting a public demonstration, a fund-raising event or a public convention.

#### 14.4 INSPECTIONS/RIGHT OF ENTRY

The Director of Health or his authorized agent shall be permitted to enter, after proper identification, any portion of any salon during normal operating hours for the purpose of making inspections as deemed necessary by the Director of Health or his authorized agent, to determine compliance with this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes.

#### 14.5 SUSPENSION OF PERMIT

- A. The Director of Health may suspend any permit to operate a salon if the permit holder does not comply with the requirements of this Section, the Connecticut Public Health Code or any other applicable codes, regulations or statutes. In the event that the Director of Health or his duly authorized representative finds unsanitary or other conditions in the operation of the salon which, in his judgment constitutes a violation of this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes, the Director of Health may issue a written Notice of Intent to Suspend the Permit to the permit holder or operator citing such conditions, specifying the corrective action to be taken and specifying the time period within which such action shall be taken and, if deemed necessary, order immediate correction.

If correction is not made in the stated time, the permit shall be suspended and a written order issued to the owner or operator to cease the operation of the salon. Salon operations shall immediately cease upon receipt of the order.

One (1) copy of the order to cease salon operations shall be posted by the owner upon the inner surface of the window of the front entrance door of the salon or upon the nearest window thereto in such a manner as to be clearly visible to the general public from the exterior of such salon. Said order to cease operations shall not be defaced or removed by any person except the Director of Health or his authorized agent.

- B. The Director of Health may suspend any permit to operate a salon if the owner, operator or person in charge has interfered with the performance of the Director of Health's duties or if the operation constitutes an imminent health hazard to the public. An imminent health hazard shall include, but not be limited to, any of the following:

- (1) An ongoing outbreak of an infectious, pathogenic or toxic agent capable of being transmitted to consumers;
- (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;
- (3) a sewage back-up into the facility;
- (4) an unlicensed individual performing procedures requiring licensure by the State of Connecticut.

#### 14.6 REVOCAION OF LICENSE

The Director of Health may, after providing opportunity for hearing and appeal, revoke a permit for serious or repeated violations of any of the requirements of this Section, the Connecticut Public Health Code and any other applicable codes, regulations or ordinance, or for interference with the Director of Health or his authorized agent in the performance of their duties. Prior to revocation, the Director of Health shall notify the permit holder or person in charge, in writing, of the reasons for which the permit is subject to revocation and that the permit shall be revoked at the end of ten (10) days following service of such notice unless an appeal is filed with the Director of Health by the permit holder within 48 business hours of receipt of the notice. If no appeal is filed within 48 business hours, the revocation of the permit becomes final.

#### 14.7 SERVICE OF NOTICE

Written notices and orders provided for in this Section shall be deemed to have been properly served when a copy of the notice or order has been delivered personally or sent by certified mail, return receipt requested, to the owner, permit holder or person in charge of the salon. Such written notices and orders shall also be deemed to have been properly served provided it has been posted on the front entrance door of the salon or upon the nearest window thereto in such a manner as to be clearly visible to the general public from the exterior of the establishment. Said notice shall not be defaced or removed by any person except the Director of Health or his authorized agent. A copy of any such notice or order shall be filed in the records of the Director of Health.

#### 14.8 REINSTATEMENT OF PERMIT

- A. Suspension. Whenever a permit has been suspended, the holder of the suspended permit may make a written request for permit 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 or his authorized agent shall make a reinspection. If the applicant is found to be in compliance with the requirements of this Section, the Connecticut Public Health Code and any other applicable codes, regulations or statutes and the conditions responsible for the suspension have been corrected, the permit shall be reinstated. A fee shall be charged for review of the suspension.
- B. Revocation. After a period of 30 days from the state of revocation, a written application may be made for the issuance of a new permit. Procedures delineated in this Section for obtaining a new permit shall be followed.



## 14.9 APPEALS

The owner or operator of a salon aggrieved by a written notice or any order described above may, within 48 business hours after the receipt of such notice and/or order, appeal to the Director of Health who shall thereupon immediately examine the merits of such case and may vacate, modify or affirm such written notice or order. The owner or operator of a salon who is aggrieved by such action of the Director of Health may, not later than three (3) business days after the date of receipt of such notice or order, appeal to the Commissioner of Health who shall thereupon immediately notify the authority from whose order the appeal was taken and examine the merits of such case and may vacate, modify or affirm such action in accordance with the Connecticut General Statutes.

## 14.10 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 be a minimum of 110°F.
- C. **Waste Disposal.** Wastewater from all plumbing fixtures shall be discharged into municipal sewers or approved subsurface sewage disposal systems. Oils, greases, industrial/commercial wastes, toxic chemicals and wastewater that is not sewage, as defined in Connecticut Public Health Code Section 19-13-B103b(a), shall not be discharged to a subsurface sewage disposal system.

Mineral oil and chemical laden swabs or cloth shall be placed in a metal container with a foot-actuated cover. The use of mineral oils shall be closely supervised. All waste receptacles shall be emptied at least once per work shift or sooner as needed. All waste materials from nail salon work stations shall be removed from the

premises to exterior commercial refuse storage containers before closing of the establishment for the business day.

**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) hand washing facility shall be conveniently located in or adjacent to each private treatment room and in each work area in order to provide for proper hand washing before each customer.

**E. Floors.** Floors in hair cutting areas shall be nonporous and of such construction as to be easily cleaned. Floors where tinting or shampooing is performed, 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 in waiting areas, it shall be of a light color with a single loop pile of not more than 1/4 inch in height. Such floor covering shall be kept clean by vacuuming and shampooing as necessary to keep the floor clean.

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

G. **Process Ventilation.**

(1) The shop shall be properly and adequately ventilated so as to remove chemical vapor emissions, excess heat and odors. Ventilation shall comply with state and local building codes and ordinances.

(2) Nail salons using nail polishes, enamels, base coats, hardeners and chemical solvents are deemed to create indoor vapor emissions and shall not pollute nor negatively affect the indoor air quality of adjacent premises.

(3) Indoor vapor emissions from solvents and polymers including, but not limited to, ethyl acetates, butyl acetate, butyl stearate, acetone, xylene, toluene, ethanol, methanol, glycol ethers, and methyl ethyl ketone, of any parts per million (ppm) concentrations, shall be controlled by local exhaust ventilation systems to remove the contaminating agent at the source. Discharge shall be to the outside and shall not be re-circulated into any space. The source, for the purpose of this Section, shall mean vapor emissions originating at the nail technician work stations.

H. **Linen Storage.** Clean linen, towels, blankets and gowns shall be stored so as 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. Exterior commercial refuse storage and disposal services shall be provided.

K **Toilet Facilities**

(1) Adequate toilet facilities and hand washing sinks must be provided for customers and employees. Such facilities and wash basins shall be kept clean and in working order.

(2) Adequate and conveniently located hand washing facilities shall be provided with hot and cold running water, a sanitary soap dispenser and single-use towels for customers and employees.

(3) The use of common soap for more than one (1) person is prohibited.

(4) A covered refuse receptacle shall be provided in the ladies' room.

L. **Work Stations.** Chairs in hair cutting work stations shall be at least 54 inches apart, center to center. Those premises in operation prior to January 1, 2009, are exempt from this requirement. Exempted conditions are not transferrable from owner to owner.

(1) A two (2) foot wide work space shall be maintained behind each chair for the operator. Those premises in operation prior to January 1, 2009, are exempt from this requirement. Exempted condition not transferrable from owner to owner.

- (2) Three (3) foot wide aisles that are separate and discrete from work areas shall be maintained throughout the shop. Those premises in operation prior to January 1, 2009, are exempt from this requirement. Exempted condition not transferrable from owner to owner.
- (3) No hair dryers shall be placed in any waiting room or encroach on the required three (3) foot wide aisle space. Those premises in operation prior to January 1, 2009, are exempt from this requirement. Exempted condition not transferrable from owner to owner.
- (4) Attachment A provides a schematic example for the proper design of the floor plan.
- (5) Mobile stations must be designed to provide the same work space and separating distances as fixed stations. For a mobile station, it is assumed that the dryer can be accommodated in the work space designated for the operator. Those premises in operation prior to January 1, 2009, are exempt from this requirement. Exempted condition not transferrable from owner to owner.
- (6) Extraction of emissions from nail technician work stations shall be accomplished by vented manicure tables designed for that purpose or vapor extraction systems in accordance with Section 14.10 G. (1) and (3) of this Section. Those premises in operation prior to January 1, 2009, are exempt from this requirement except that the Director of Health may order the correction of nuisance conditions should they occur. Exempted condition not transferrable from owner to owner.

**M. Barbershop, Hairdressing, Cosmetology or Nail Salon in Residence.**

- (1) A salon 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 salon must be equipped with the facilities and instruments required in all such establishments.

**14.11 MAINTENANCE AND OPERATION**

**A. General Cleanliness**

- (1) The licensee of every salon 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 in a communicable form 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 containers 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. Each hair cutting station shall be provided with a container of sanitizing solution.
- (2) Cleaned and sanitized implements shall be stored in sanitary, covered containers 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 170°F or allowed to remain for five (5) minutes in alcohol (70%-80%) or some other 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: orange sticks, 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, Make-up Brushes and Sponges.** The use of brush neck dusters, powder puffs, make-up 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 licensed premises, except with a valid Food Service License from the 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 non-alcoholic beverages may, however, be brought into the licensed 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 salon. This prohibition does not apply to trained guide dogs (or dogs in training) for the disabled, sightless or hearing impaired. Live animals shall not be used for any procedure in the salon.

#### 14.12 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, cosmetician or nail technician.

C. Operators shall not eat or drink while providing services to a customer.

14.13 SMOKING PROHIBITED

Smoking is strictly prohibited in nail salon customer service spaces and in rooms where flammable liquids are stored. No operator shall smoke while providing services to a customer. Smoking shall not be permitted in patron waiting areas.

14.14 PROPER ATTIRE

Operators shall wear, while attending any customer in a salon, clean, washable garments.

14.15 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                    | Odorless, non-toxic, highly stable and non-corrosive.    |
| <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.<br>2% solution for 10 min. | For use on colored gowns towels.                         |

|   |                         |  |
|---|-------------------------|--|
| <i>Commercial formalin</i>                                  | 10% solution for 1 min. | May be irritating;<br>deteriorates on standing.  |
| <i>Alcohol (70% ethyl alcohol or 99% Isopropyl alcohol)</i> | 3 minutes               |  |
| <i>Lubricant sanitizer</i>                                  | Combination             | Recommended for electric clippers                |
| <i>Other EPA-registered disinfectants</i>                   |                         | Use according to the manufacturer's instructions |

- 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.

#### 14.16 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, preferably in a cabinet reserved for tools already sanitized and ready for use. Wipe blades clean with a fresh disposable tissue.