

## Personal Services: Preparing to Reopen

Personal service businesses and professionals must prepare their facilities, business owners and professionals must prepare their facilities and workstations to reopen and operate in accordance with the guidelines. This checklist is meant to be a helpful guide to prepare your business or workspace for reopening.

### Reception, Retail and Common Areas:

#### In preparing to reopen have you:

- Discarded all magazines and other non-essential items in the waiting area that cannot be disinfected.
- Wiped down all soft surfaces (couches, chairs) with a detergent and water solution and a clean towel - Remember that these soft surfaces cannot be disinfected.
- Cleaned and disinfected all hard, non-porous surfaces such as reception counter, computer keyboard, phones, door handles, light switches and point of sale equipment and floors - Make sure to follow proper contact time for all surfaces.
- Adopted a reservation and appointment system.
- Cleaned and disinfected all shelving, glass and display cases; keep product containers clean and dust free.
- Removed all public coffee or water stations from salon and shop.
- Removed all candy dishes, product samples and public product testers.
- Placed signage in windows and on stations to notify clients of your diligence in practicing proper infection control.

### Work Stations

#### In preparing to reopen have you:

- Cleaned and disinfected all non-porous implements you use, following recommended instructions (immersion, spray or wipe).
- Stored properly disinfected implements in closed containers that have also been disinfected to avoid recontamination.
- Cleaned and disinfected all electrical implements used in your services.
- Cleaned and disinfected chairs, headrests and other parts of your workstation.
- Cleaned and stored all towels in a closed container or cabinet.
- Cleaned cabinets, rolling carts, drawers and any containers used for storage.
- Ensured that single use (porous) items are new and unused.
- Discarded all previously used styling products on stations or other such products that have been contaminated prior to closure mandate (only applicable to products that have been left in open containers).
  - When you reopen, the use of any product that does not self-dispense in the form of a pump, spray or aerosol nozzle, must be dispensed by the use of a disposal spatula and NOT fingers during each use to avoid contamination of the product.
- Placed a covered trash receptacle and laundry hamper (if applicable) at each workstation for easy disposal or storage of used items.

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## Restroom

### In preparing to reopen have you:

- Cleaned and disinfected all surfaces.
- Replace any soft goods (toilet paper, paper towels) that were in place prior to the Covid-19 closure mandate.
- Placed a covered trash receptacle in bathroom for easy disposal of all bathroom items.
- Remove any products that do not belong in the restroom – (nothing should be stored in a restroom to avoid contamination of items).
- Supplied hand soap and paper towels for handwashing.

## Laundry

### In preparing to reopen have you:

- Laundered any linens, smocks, aprons, coverups and all salon apparel for professionals and clients that may have been left in the salon (clean or dirty) prior to the closure, according to the RIDOH guidelines.
- Laundered (porous) or disinfected (non-porous) all capes.
- Dried all laundered items thoroughly. There should be no moisture or dampness in any linen.
- Stored all linens in a closed or covered container or cabinet.

## Shampoo Bowls

### In preparing to reopen have you:

- Cleaned all bowls, handles, hoses, spray nozzles and shampoo chairs.
- Disinfected all bowls, handles, hoses, spray nozzles and shampoo chairs observing full contact time with a properly concentrated disinfectant strength.
- Cleaned and disinfected all shampoo and conditioner bottles and pumps (or other bottles/containers used for your services) as well as any other back bar items.

## General Additional Information

### In preparing to reopen have you:

- Reconfigured all stations to be six feet apart or, if the stations are not mobile, have a plan set in place to use every other station or install solid plexiglass/plastic partitions upon opening to meet the six-foot social distancing guidelines.
- Conducted an extensive and informative meeting for all staff and professionals that share the workplace to ensure that everyone is properly informed as to protocols that must be followed for the safety of the staff and clients.

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## Materials to Acquire Prior to Opening

**In preparing to reopen have you procured or planned to procure:**

- Personal protective gear such as masks, protective eyewear or face shields, non-latex gloves.
- Disposable capes or additional sanitizable capes for clients as well as stylist coverups.
- Trash bags for all trash receptacles.
- Paper goods; paper towels and toilet paper.
- Hand soap.
- Laundry detergent for the effective sanitation of all laundered items.
- Hand sanitizer for employees and clients use.
- Adequate amount of Barbicide concentrate or preferred EPA-registered disinfectant to suit the size of your salon/shop and staff (if applicable).

## RIDOH Cleaning Guidelines

**Hair Professionals:** Please make note of the proper dilutions of your EPA approved Barbicide or preferred EPA-registered disinfectant to ensure the correct decontamination result:

- The proper ratio to use is 2 oz. (or ¼ cup) of Barbicide concentrate or preferred EPA-registered disinfectant mixed into 32 oz. (or 4 cups) of water. This is the correct dilution, to destroy all the pathogens.
- This solution can be effectively used in wet sanitizer for all tools; combs, brushes, clips, shears, clipper attachments and blades, razors and other inanimate hard surfaced, non-porous tools and implements with a mandatory contact time of 10 minutes. Be sure to thoroughly clean all items with soap and water first, removing all hair from items prior to the application of Barbicide solution or preferred EPA-registered disinfectant.
- The same dilution may be mixed in a spray bottle for use on all salon non-porous surfaces such as; floors, walls, work stations, sinks (both bathroom and hair washing sinks) toilet seats, telephones, door handles etc. keeping constant with the mandatory 10 minute contact time to be effective against pathogenic bacteria.

**Massage Therapists:** Massage therapy facilities must also follow the industry standard for disinfecting protocol as follows:

- 6% Sodium Hypochlorite (AKA bleach; ex. not color safe bleach as it does not contain Sodium Hypochlorite).
- Create .5% or 1:10 solution of bleach and H2O in spray bottle.
- Bleach solutions used for disinfecting must remain wet on the surface for an adequate amount of time to be effective, also known as Contact Time.
- A ten-minute contact time with a higher-strength (e.g. 1:10) solution containing at least 5000 ppm is recommended by the Center for Disease Control (CDC).
- After sufficient contact time, the surface should be rinsed with clean water to remove bleach residue to minimize surface damage.