

CHAPTER 63
SANITATION FOR SALONS AND SCHOOLS OF
COSMETOLOGY ARTS AND SCIENCES

[Prior to 7/29/87, Health Department[470] Chs 149, 150]

[Prior to IAC 12/23/92, see 645—Chapters 60, 61]

645—63.1(157) Definitions. For purposes of these rules, the following definitions shall apply:

“*Disinfectant*” means an agent intended to destroy or irreversibly inactivate specific viruses, bacteria, or pathogenic fungi, but not necessarily their spores, on inanimate surfaces.

“*Disinfection*” means the procedure that kills pathogenic microorganisms, but not necessarily their spores.

“*Dispensary*” means a separate area to be used for storing and dispensing of supplies and sanitizing of all implements.

“*FDA*” means the federal Food and Drug Administration.

“*Germicide*” means an agent that destroys germs.

“*Sanitization*” means the procedure that reduces the level of microbial contamination so that the item or surface is considered safe.

“*School*” means a school of cosmetology arts and sciences.

“*Sterilization*” means the procedure that kills all microorganisms, including their spores.

“*Universal precautions*” means practices consistently used to prevent exposure to blood-borne pathogens and the transmission of disease.

645—63.2(157) Posting of sanitation rules and inspection report. A copy of the most current sanitation rules and the most recent inspection report shall be posted in the reception area at eye level in the salon or school for the information and guidance of all persons employed or studying therein and the general public.

645—63.3(157) Display of licenses. Rescinded IAB 11/21/07, effective 1/1/08.

645—63.4(157) Responsibilities of salon owners and independent contractors.

63.4(1) Each salon owner shall ensure that:

a. Individuals employed for cosmetology arts and sciences services hold a current and active license issued by either the board of cosmetology arts and sciences or the board of barbering; and

b. Licensees employed by the salon or other licensees working in the salon do not exceed their scope of practice; and

c. Licenses and certificates are properly displayed and visible to the public in the reception area at eye level for all individuals employed for cosmetology arts and sciences services. No license which has expired or become invalid for any reason shall be displayed in connection with the practices of the salon.

63.4(2) The salon owner is responsible for all common areas, any employee areas and leased areas.

63.4(3) Independent contractors are responsible:

a. For their own permanently assigned station areas;

b. For common areas on an equal basis;

c. For holding a current and active license issued by the board of cosmetology arts and sciences or the board of barbering; and

d. For ensuring that they do not exceed their scope of practice.

645—63.5(157) Building standards. Salons and schools shall provide:

1. A service area that is equipped with exhaust fans or air filtration equipment that is of sufficient capacity to be capable of removing chemical fumes from the air;
2. A separate area for storing and dispensing of supplies and sanitizing of all implements;
3. A separate area to be used as a reception area;
4. A supply of hot and cold running water and clean lavatory facilities;
5. A supply of safe drinking water;
6. Hand-washing facilities;
7. Adequate lighting; and
8. Work surfaces that are easily cleaned.

645—63.6(157) Salons in residential buildings.

63.6(1) A salon located in a residential building shall comply with all requirements in rule 645—63.5(157).

63.6(2) A separate entrance shall be maintained for salon rooms in a residential building. An exception is that an entrance may allow passage through a non-living area of the residence, i.e., hall, garage or stairway. Any door leading directly from the licensed salon to any portion of the living area of the residence shall be closed at all times during business hours.

645—63.7(157) Salons adjacent to other businesses. A salon operated adjacent to any other business shall be separated by at least a partial partition. When the salon is operated immediately adjacent to a business where food is handled, such establishment shall be entirely separated and any doors between the salon and the business shall be rendered unusable except in an emergency.

645—63.8(157) Smoking.

63.8(1) No smoking by any licensee or student is allowed while the licensee or student is actively engaged in serving the public.

63.8(2) An entire salon may be designated by the salon owner or manager as a nonsmoking area.

63.8(3) The client service and dispensary areas of the salons shall be designated as nonsmoking areas.

63.8(4) No person shall smoke or carry lighted smoking material in a nonsmoking area.

63.8(5) Signs must be posted indicating smoking and nonsmoking areas.

645—63.9(157) Personal cleanliness.

63.9(1) All licensees or students that engage in serving the public shall be neat and clean in person and attire.

63.9(2) All licensees performing services shall thoroughly wash their hands with soap and water or any equally effective cleansing agent immediately before serving each patron.

645—63.10(157) Universal precautions. All licensees shall practice universal precautions consistently by observing the following:

1. Place used needles, razor blades and other sharp instruments in a puncture-resistant container for disposal. These containers shall be located as close to the use area as is practical.
2. Wear disposable gloves to prevent exposure to blood, body fluids containing visible blood, or body fluids to which universal precautions apply.
3. Immediately and thoroughly wash hands and other skin surfaces that are contaminated with blood and other body fluids to which universal precautions apply.

4. Refrain from all direct client care and from handling client-care equipment if the licensee has weeping dermatitis or draining lesions.

5. Any disposable sharp objects that come in contact with blood or other body fluids shall be disposed of in a red, sealable, rigid container (punctureproof) that is clearly labeled for disposal of hazardous waste sharps. Disposable sharp objects include electrology needles which shall be immediately disposed of after use.

6. Disinfect all instruments or implements that do not penetrate or puncture the skin.

645—63.11(157) Minimum equipment and supplies. Salons and schools shall provide:

1. Receptacles to hold all soiled towels, gowns and sheets;
2. Clean storage area to hold all clean towels; and
3. Disinfectant solution that shall be stored in the dispensary area or at each work station for disinfecting instruments and equipment.

645—63.12(157) Disinfecting nonelectrical instruments and equipment.

63.12(1) Before use upon a client, all nonelectrical instruments shall be disinfected by an EPA-registered, hospital-grade disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity and used according to the manufacturer's instructions.

- a. All disinfected instruments shall be stored in a clean, covered place.
- b. All instruments that have been used on a client or soiled in any manner shall be placed in a proper receptacle.
- c. Disinfectant solutions shall be changed at least once per week and whenever visibly cloudy or dirty.

63.12(2) If the nonelectrical instruments and equipment specified in this rule are sterilized in accordance with the requirements outlined in rule 645—63.15(157), the requirements of this rule shall be fulfilled.

645—63.13(157) Disinfecting electrical instruments.

63.13(1) *Disinfection of clippers.* Clippers shall be disinfected prior to each use with an EPA-registered, hospital-grade disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity and used according to the manufacturer's instructions.

63.13(2) *Cleaning and disinfection standards for electric file bits.*

- a. After each use, diamond, carbide, natural and metal bits shall be cleaned by either:
 - (1) Using an ultrasonic cleaner; or
 - (2) Immersing each bit in acetone for five to ten minutes.
- b. Immediately after the cleaning of all visible debris, diamond, carbide, natural and metal bits shall be disinfected by complete immersion in an appropriate disinfectant before use on the next client.
- c. Buffing bits and chamois shall be cleaned with soap and water or washed with detergent in a dishwasher or washing machine following use on each client.
- d. Arbor or sanding bands or sleeves are single-use items and shall be discarded immediately after use.

645—63.14(157) Instruments and supplies that cannot be disinfected. All instruments and supplies that come into direct contact with a patron and cannot be disinfected, for example, cotton pads, sponges, emery boards, and neck strips, shall be disposed of in a waste receptacle immediately after use.

645—63.15(157) Sterilizing instruments. Before use upon a patron in schools and salons, cuticle nippers, tweezers and comedone extractors shall first be cleaned with detergent and water and then sterilized by one of the following methods:

1. Steam sterilizer, registered and listed with the FDA and used according to the manufacturer's instructions;
2. Dry heat sterilizer, registered and listed with the FDA and used according to the manufacturer's instructions; or
3. Sterilization equipment, calibrated to ensure that it reaches the temperature required by manufacturer's instructions.

645—63.16(157) Sanitary method for creams, cosmetics, dusters and styptics.

63.16(1) Liquids, creams, powders and cosmetics used for patrons must be kept in closed, labeled containers. All creams, makeups and other semisolid substances shall be removed from containers with a clean, sanitized applicator. Applicators made of a washable, nonabsorbent material shall be sanitized before being used again. Applicators made of wood shall be discarded after one use.

63.16(2) The use of a styptic pencil is strictly prohibited; its presence in the workplace shall be prima facie evidence of its use. Any material used to stop the flow of blood shall be used in liquid or powder form.

63.16(3) Rescinded IAB 3/1/06, effective 4/5/06.

63.16(4) All fluids, semifluids and powders must be dispensed with an applicator or from a shaker, dispenser pump, or spray-type container.

645—63.17(157) Disposal of materials.

63.17(1) Any disposable material that would release blood or other potentially infectious materials in a liquid or semiliquid state if compressed shall be placed in a red hazardous waste bag and disposed of in accordance with the regulation for removal of hazardous waste.

63.17(2) Any disposable sharp objects that come in contact with blood or other body fluids shall be disposed of in a red, sealable, rigid container (punctureproof) that is clearly labeled for disposal of hazardous waste sharps.

63.17(3) Hazardous waste containers and bags shall be available for use at all times when services are being performed. The absence of containers shall be prima facie evidence of noncompliance.

63.17(4) Emery boards, cosmetic sponges, cosmetic applicators, toe separators and orangewood sticks must be discarded after use or given to the client.

645—63.18(157) Prohibited hazardous substances and use of products and equipment.

63.18(1) No salon or school shall have on the premises cosmetic products containing substances which have been banned or otherwise deemed hazardous or deleterious by the FDA for use in cosmetic products. Prohibited products include, but are not limited to, any product containing liquid methyl methacrylate monomer and methylene chloride. No product shall be used in a manner that is not approved by the FDA. The presence of the product in a salon or school is prima facie evidence of that product's use in the salon or school.

63.18(2) No salon or school shall have on the premises any razor-edged device or tool which is designed to remove skin with the exception of cuticle nippers used for manicure or pedicure services. If such equipment is on site, it shall be prima facie evidence of its use.

63.18(3) Nail buffers.

a. A nail buffer that can be sanitized may be used more than once, but it must be sanitized before use on the next client.

b. If a nail buffer cannot be sanitized, the nail buffer shall not be used for more than one client.

c. The presence of chamois buffers in the workplace shall be prima facie evidence of their use.

645—63.19(157) Proper protection of neck. A shampoo apron, haircloth, or similar article shall not be placed directly against the neck of the patron but shall be kept from direct contact with the patron by means of a paper neckband or clean towel. A neckband of paper shall not be used more than once. Towels or cloth neckbands shall not be used more than once without proper laundering.

645—63.20(157) Proper laundering and storage. All cloth towels, robes and similar items shall be laundered in a washing machine with laundry detergent used according to manufacturer's directions. A clean storage area shall be provided for clean towels and linen, and a hamper or receptacle must be provided for all soiled towels, robes and linens.

645—63.21(157) Pets. Dogs (except dogs providing assistance to individuals with physical disabilities), cats, birds, or other animals shall not be permitted in a salon. This rule does not apply to fish in an aquarium provided the aquarium is maintained in a sanitary condition.

645—63.22(157) Workstations.

63.22(1) All workstations shall be covered with nonabsorbent, washable material.

63.22(2) Workstations and flooring in work areas shall be kept clean and in good repair.

645—63.23(157) Records. Client records and appointment records shall be maintained for a period of no less than three years following the last date of entry. Proper safeguards shall be provided to ensure the safety of these records from destructive elements.

645—63.24(157) Salons providing electrology or esthetics. A salon in which electrology or esthetics is practiced shall follow the sanitation rules and requirements pertaining to all salons and shall also meet the following requirements:

1. The electrology or esthetics room shall have adequate space, lighting and ventilation.
2. The floors in the immediate area where the electrology or esthetics is performed shall have an impervious, smooth, washable surface.
3. All service table surfaces shall be constructed of impervious, easily cleanable material.
4. Needles, probes and lancets shall be single-client use and disposable.

645—63.25(157) Cleaning and disinfecting whirlpool foot spas and hydrotherapy baths.

63.25(1) As used in this rule, "whirlpool foot spa," "foot spa," "whirlpool," or "spa" is defined as any basin using circulating or still water.

63.25(2) After use for each patron, each whirlpool foot spa shall be cleaned and disinfected in the following manner:

- a. All water shall be drained and all debris shall be removed from the spa basin.
- b. The spa basin must be cleaned with soap or detergent and water.
- c. The spa basin must be disinfected with an EPA-registered disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity which must be used according to the manufacturer's instructions.
- d. The spa basin and hydrotherapy bath must be wiped dry with a clean towel.

63.25(3) At the end of each day, each whirlpool foot spa shall be cleaned and disinfected in the following manner:

- a. The screen shall be removed, all debris trapped behind the screen shall be removed, and the screen and the inlet shall be washed with soap or detergent and water.

b. Before the screen is replaced, it shall be completely immersed in an EPA-registered disinfectant with demonstrated bactericidal, fungicidal, and virucidal activity which must be used according to the manufacturer's instructions.

c. The spa system shall be flushed with low sudsing soap and warm water for at least ten minutes, after which the spa shall be rinsed and drained.

63.25(4) Every other week (biweekly), after being cleaned and disinfected as provided in subrule 63.25(3), each whirlpool foot spa and hydrotherapy bath shall be cleaned and disinfected in the following manner:

a. The spa basin and hydrotherapy bath shall be filled completely with water and one teaspoon of 5.25 percent bleach or recommended whirlpool disinfectant for each one gallon of water, or a solution of sodium hypochlorite (bleach) of approximately 50 ppm used according to the manufacturer's instructions.

b. The spa or bath system shall be flushed with the bleach or recommended whirlpool disinfectant and water solution, or sodium hypochlorite (bleach) solution, for five to ten minutes and allowed to sit for six to ten hours.

c. The spa or bath system shall be drained and flushed with water before use for a patron.

63.25(5) For each foot spa and hydrotherapy bath, a record shall be made of the date and time of each cleaning and disinfecting as required by subrules 63.25(3) and 63.25(4), and shall indicate whether the cleaning was a daily or biweekly cleaning. This record shall be made at or near the time of cleaning and disinfecting. Records of cleaning and disinfecting shall be made available upon request by a patron, inspector or investigator. The record must be signed by a licensee and include the licensee's license number beside each recorded cleaning event.

63.25(6) A violation of this rule may result in an administrative fine or disciplinary action or both. A separate violation may result for each foot spa and hydrotherapy bath that is not in compliance with this rule.

63.25(7) A licensee who provides services related to whirlpool foot spas and hydrotherapy baths shall submit a report to the board within 30 days of any incident in which provision of such services resulted in physical injury requiring medical attention. Failure to comply with this requirement shall result in disciplinary action by the board. The report shall include a description of the following:

- a. The procedures;
- b. The physical condition of client;
- c. The adverse occurrence, including:
 - (1) Symptoms of any complications including, but not limited to, onset and type of symptoms;
 - (2) A description of the services provided that caused the situation;
 - (3) A description of the procedure that was followed by the licensee;
 - (4) A description of the client's condition on termination of any procedures undertaken;
 - (5) If a client is referred to a physician, a statement providing the physician's name and address if known.

These rules are intended to implement Iowa Code sections 147.7, 147.46, 157.6, and 157.14.

[Filed 10/13/67]

[Filed 9/2/77, Notice 7/13/77—published 9/21/77, effective 11/1/77]

[Filed 4/24/79, Notice 2/7/79—published 5/16/79, effective 7/1/79]

[Filed 11/15/84, Notice 9/26/84—published 12/5/84, effective 1/9/85]

[Filed 11/15/84, Notice 10/10/84—published 12/5/84, effective 1/9/85]

[Filed 5/12/87, Notice 12/3/87—published 6/3/87, effective 7/8/87]

[Filed emergency 7/10/87—published 7/29/87, effective 7/10/87]

[Filed 4/29/88, Notice 3/23/88—published 5/18/88, effective 6/22/88]

[Filed 8/4/89, Notice 6/14/89—published 8/23/89, effective 9/27/89]

[Filed 2/2/90, Notice 12/27/89—published 2/21/90, effective 3/28/90]

[Filed 12/4/92, Notice 8/5/92—published 12/23/92, effective 1/29/93]
[Filed 2/11/94, Notice 10/27/93—published 3/2/94, effective 4/6/94]
[Filed 4/19/95, Notice 2/1/95—published 5/10/95, effective 6/14/95]
[Filed 11/2/95, Notice 9/13/95—published 11/22/95, effective 12/27/95]
[Filed 11/15/96, Notice 9/11/96—published 12/4/96, effective 1/8/97]
[Filed 2/19/99, Notice 12/30/98—published 3/10/99, effective 4/14/99]
[Filed 8/14/02, Notice 5/29/02—published 9/4/02, effective 10/9/02]
[Filed 8/14/03, Notice 5/28/03—published 9/3/03, effective 10/8/03]
[Filed 2/1/06, Notice 12/7/05—published 3/1/06, effective 4/5/06]
[Filed 10/24/07, Notice 9/12/07—published 11/21/07, effective 1/1/08]