



QUALITY IS OUR STANDARD

DRAFT BAHAMAS NATIONAL STANDARD

**Code of Hygienic Practice for Beauty & Wellness
- Part 5: Particular Requirements for Nail
Establishments**

DBNS SLCP 13-5:2022

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BBSQ Foreward

This draft national standard is a modified version of the St. Lucia National Standard *SLCP 13-5:2022 Code of Hygienic Practice for Beauty and Wellness Part 5: Particular Requirements for Nail Establishments*. The national committee responsible for reviewing this draft standard is Technical Committee 16 *Beauty Trades and Industry*. This draft standard contains requirements that are relevant for The Bahamas.

BBSQ Committee Representation

This St. Lucia National Standard will be adopted as a National Standard under the supervision of the National Technical Committee for the Beauty Trades and Industry (NTC 16) hosted by the Bahamas Bureau of Standards and Quality, which at the time comprised the following members:

Member

Representing

Dr. Helga Williams (Chairperson)	Faces of Beauty School of Cosmetics & Workforce Training
Ms. Latoya Roberts (Vice Chairperson)	Faces of Beauty School of Cosmetics & Workforce Training
Dr. Marco McFall (Technical Secretary)	The Bahamas Faces of Beauty Non-Governmental Organization (NGO)
Dr. Monique Mitchell (Assistant-Technical Secretary)	Bahamas Foot Centre Podiatrist at Bahamas Surgical Associates
Ms. Carlethia Thurston (Recording Secretary)	Warwick Paradise Island Spa
Mr. David Humes	VC Wholesale Distributors Importation / Distributors
Dr. Zelrona J. Mackey	Faces of Beauty Cosmetology Training
Dr. Carlisa Wilkinson	Beauty Personified Hair Salon
Mrs. Andrea Brown	Professional Touch Beauty Salon
Mrs. Deborah Longley	Beauty Trades and Industry
Dr. Dellarese Taylor	Tropical Heat Salon & Tropical Heat Institute
Dr. Christal Woodside	The Bahamian Cosmetologist & Barbers Association
Ms. Veronica Martin	Crocasack Tings

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Foreword

This new national code of practice was developed to provide guidelines as a basis for establishing and operating nail establishment in Saint Lucia according to best hygienic and safety practices. This national code of practice was approved by the Standards Council on 13 October, 2022.

This code of practice establishes the minimum requirements for the provision of quality services by nail technicians. This code builds on the requirements and is intended to be used with the SLCP 13 Code of hygienic practice for beauty and wellness. The SLCP 13 sets the level of hygiene required by all beauty and wellness establishment while this specification is specific to nail salon. The use of this code of practice should not preclude beauty and wellness establishments that offer more services besides pedicure and manicures from following the specific particular requirements that are applicable.

The implementation of this guide is intended to foster a culture of health and safety practices as well as professionalism within a sector that is closely associated with the tourism industry.

By complying with and improving these minimum requirements it is hoped that the technicians within the sector will consistently meet and exceed customer expectations in an efficient and cost effective manner while providing a service that is safe and hygienic.

This code of practice can be used as a tool by competent authorities under any programme of certification or licensure.

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

- SLCP 13 – 4 Code of hygienic practice for beauty and wellness Part 4 Particular requirements for hair dressing and barbershop establishments.
- Georgia Safety Guidelines for reopening Barber and Cosmetology Salons
- New Zealand Government, Auckland Council Manicure/Pedicure Code of practice summary
- Boston Public Health Commission Nail Salon Regulation

1 Scope

This code of practice establishes guidelines for hygienic operations of nail establishment.

This code provides best practice requirements for the provision of nail services in a safe and hygienic environment.

2 Normative Reference

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

— SLCP 13 Code of practice for beauty and wellness facilities

3 Terms and Definitions

For the purposes of this document, the following terms and definitions apply:

3.1

client

a customer, patron or other individual who receives or will receive nail services

3.2

competent authority

a Minister, Ministry, named government agency or agencies assigned, separately or jointly, the different areas of legal responsibility for regulating nail establishment

3.3

manicuring table

workstation where a manicurist performs nail services on individual clients

NOTE This includes a portable/mobile workstation.

3.4

nail salon nail establishment

place of business which is registered and licensed by the competent authority where nail services are performed

3.5

nail technician

person who provides nail enhancement services

3.6

nail service

any practice carried out in a salon that provides nail enhancement which includes, but is not limited to, cutting, shaping, polishing, or otherwise enhancing the appearance of the nails of the hands or feet, manicuring, pedicuring and callus reduction

3.7 proprietor

owner or investor of the nail establishment

4 General requirements

4.1 Legal

All nail establishments shall comply with national regulations for public health required for operating nail salon.

In addition to the requirements of SLCP 13-1 *Code of hygienic practice for beauty and wellness – Part 1: General requirements* the following specific requirements outlined in this standard shall apply to nail establishments.

The requirements of this part of SLCP 13 supplement those in SLCP 13-1 and should not be considered as the only applicable requirements for nail establishments.

4.2 Training and competency

4.2.1 Nail technician shall be able to demonstrate competence for conducting the procedure in accordance with the legal age of employment.

4.2.2 Public health license shall be clearly displayed. Full records shall be kept on the premises of all qualifications and courses attended, and available for inspection by the competent authority at all times. These should include:

- a) first aid;
- b) hand hygiene;
- c) skin disinfection; and
- d) decontamination of equipment.

EXAMPLE Autoclaves or any other approved methods.

4.2.3 Nail technicians shall attend the national course on infection prevention and control.

4.2.4 Nail technicians should attend a relevant continuous professional development course on a yearly basis.

4.2.5 New nail technicians should be periodically supervised during the first year of practice by a senior nail technician who has been successfully practicing routinely over the previous five years.

NOTE It takes approximately two years of fulltime practice to achieve the minimum level of competence.

4.2.6 Health and safety training shall include procedures on dealing with:

- a) safe work practices;
- b) hazards and risks in the nail salon;
- c) control measures in place to minimize risks;
- d) task-specific training;
- e) safe operation of machinery and equipment;
- f) use and maintenance of personal protective equipment (PPE); and
- g) accident and emergency procedures, include cleaning up spills safely.

4.2.7 Records of supervision shall be kept on the premises.

NOTE Records can be stored electronically.

4.2.8 Nail technician shall be able to demonstrate competency and knowledge on diseases and disorders and infection control procedures.

4.3 The proprietor of a business shall take reasonable steps to ensure that nail technicians engaged for the business comply with this code.

4.4 Customer service

4.4.1 Anyone under the age of 18 years shall be accompanied by a parent or guardian and shall have parent or guardian sign a client consultation form.

NOTE See Annex A for further details.

4.4.2 Adequate enquiries shall be made before the procedure is carried out to ensure that customers are not suffering from any infectious disease or other relevant medical condition before the operation commences.

4.4.3 All information recorded shall be accurate and necessary to the service or treatment being performed.

4.4.4 Consent form should comply with data protection regulations and should be confidential. Individual client records shall be available for the client to view if requested.

4.4.5 Client record cards shall be updated at every visit.

4.4.6 All records shall be kept for at least five years.

NOTE Documents can be shredded after five years if clients no longer patronise the nail establishment.

4.5 Client consultation

4.5.1 All nail technicians performing nail services for the first time should perform a pre- disposition patch test within 24 hours prior to the service.

4.5.2 All nail technicians shall evaluate the skin site prior to each service and any skin condition that may lead to skin irritation or prevent treatment.

4.5.3 Prior to commencing a nail service, all nail technicians shall cleanse the customer's skin by swabbing with an antiseptic using a clean, single-use swab and maintain product- specific recommended contact time.

5 Facility requirements

5.1 Premises

5.1.1 The nail establishments shall:

- a) have at least one hand washing sink located in or adjacent to the manicuring area and be keep it in a sanitary condition;
- b) have hot and cold running water, liquid soap, and disposable towels at every hand washing sink;
- c) have at least one eyewash station and/or two personal eyewash bottles available in the salon and be located within ten (10) seconds or 100 feet of any nail station;
- d) have natural or mechanical ventilation to prevent condensation, excessive moisture on walls and removal of objectionable odours and fumes;
- e) be routinely cleaned to reduce the level of contamination;
- f) have a lidded waste receptacle with a self-closing lid placed at every work station;
- g) have regular pest control program; and
- h) have a fully stocked basic first aid kit and be available to all staff at all times.

5.2 Manicuring table should be at a standard height to prevent discomfort and injury to the client and technician.

5.3 The floor area where customers are attended to shall be of at least 2.3 m² (25 ft²) per customer.

5.4 Storage

5.4.1 There shall be sufficient cupboards and shelves for storage of materials or equipment.

5.4.2 All chemicals used in the nail salon shall be properly labelled and stored in accordance to the manufacturer's specification.

6 Hygiene

6.1 All clients shall wash hands before nail services.

6.2 All nail technicians shall wash hands before and after working on clients and after handling or transferring products.

6.3 All nail technicians shall wear clean well-fitting and single-use disposable surgical gloves before:

- a) carrying out nail services on any customer;
- b) touching any surfaces and instruments which may have become contaminated with blood or serum of any customer, and
- c) touching any object which has not been through the process of cleansing and sterilisation.

6.4 All nail technicians shall take practical steps to prevent cuts and abrasions from filing and buffing.

6.5 All nail technicians shall wear dust masks when using an electric nail file or hand file.

NOTE Based on the manufacturer's instructions, nail technicians can apply an oil or solution to the artificial nail before filing, which will make the dust heavier, improving the atmosphere and aiding salon cleanliness.

7 Sanitation

7.1 A single-use tool shall be discarded after each client use.

7.2 Multi-use tools, including but not limited to, manicuring instruments, implements, and equipment shall be cleaned and disinfected after each client using bactericidal, viricidal and fungicidal.

7.3 Disinfected multi-use tools shall be stored in a clean, dry, closable sanitary storage container and kept separately from implements that have not been disinfected.

7.4 Dirty tools shall be stored in a sealed and labelled container.

7.5 Towels shall be washed with hot water and detergent through a standard laundry wash cycle between clients.

7.6 Clean towels and unused single use items shall be stored in a clean, dry, closable sanitized storage cabinet or container, separate from unclean towels, tools, and other items.

7.7 Manicuring tables and foot baths shall be disinfected after each client.

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Annex A
(informative)

Client consultation form for nail establishments

A.1 Sample of client consultation form for nail establishment

Name:		
Phone Number:	Work:	Mobile:
Date of Birth:	Occupation:	
Sex:	<input type="checkbox"/> Male	<input type="checkbox"/> Female
If you were referred, who referred you?		
Health/ Medical History		
Are you experiencing any of the following?		
<input type="checkbox"/> Fever		
<input type="checkbox"/> Skin Infections		
<input type="checkbox"/> Contagious conditions		
<input type="checkbox"/> Cuts/Bruises		
<input type="checkbox"/> Other		
Have you ever been diagnosed with or been advised to seek treatment for any of the following:		
<input type="checkbox"/> Diabetes		
<input type="checkbox"/> High or low blood pressure		
<input type="checkbox"/> Allergies		
<input type="checkbox"/> Thyroid Problems		
<input type="checkbox"/> Asthma		
<input type="checkbox"/> Cancer		
<input type="checkbox"/> Sensitivity to any cosmetic ingredients		
Are you currently on medication?	Yes	No

Services & Treatments
<p>Do you play sports that can take toll on hands and feet?</p> <p>Do you do a lot of work around your home such as cooking cleaning, cleaning, gardening, etc?</p> <p>When was your last service?</p> <p>How often do you require this service?</p>
Release Agreement
<p>I, the undersigned _____, residing at _____, am about to receive services at _____, and, having been advised that the services shall be performed by _____, in consideration of a nominal charge for such services, release the employees for all claims arising out of and in any way connected to the performance of these services.</p> <p>Signed _____</p> <p>Dated _____</p> <p>Witness _____</p> <p>THIS RELEASE AGREEMENT MUST BE SIGNED BY THE PARENT OR GUARDIAN IF THE CLIENT BEING SERVED IS UNDER 18 YEARS OF AGE</p>
For Nail Technician's Use Only
<p>Date:</p> <p>Service(s) provided:</p> <p>Comments/recommendation:</p> <p>Signature: _____</p>

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