



General Checklist for Personal Grooming, Massage and Tattoo Establishments

This checklist is intended to provide personal grooming, massage and tattoo businesses guidance on what must occur to reopen safely.

Workforce Protection	YES	NO
1. Within the shop, a minimum of six feet distance between customers, except for families residing at that same dwelling		
2. Capacity limited to 50% of building occupancy as required by law.		
3. As possible, install plexiglass barrier between salon chairs		
4. Only the customers receiving the service may enter the shop (except for an adult accompanying a minor or someone requiring assistance)		
5. All services require an appointment; appointments must be recorded for tracking purposes and for the notification of others that may have been present in the shop, if a positive COVID-19 case is reported.		
6. Customers must wait outside or in their cars until they are called for their appointment.		
7. A paging system may be utilized similar to what restaurants use, so that customers do not congregate outside of or around the shop.		
8. Walk-ins are prohibited.		
Employee and Non-Employee Protection	YES	NO
1. Employees to wear masks and gloves at all times, the use of face shields is strongly encouraged.		
2. All staff must wash hands before and after each service.		
3. Employees must not share tools.		
4. Service Providers and Artists must wear single-use aprons		
5. Any face to face service requires a face shield being worn by the groomer/stylist (e.g., beard/mustache, eyelashes, eyebrow, facial)		
6. Customers to wear face masks (coverings may be removed for a short time when necessary to perform face services as instructed by groomer/stylist)		
7. Provide Customers with disinfection spray to apply on entry/exit		
Business Process Adaptations	YES	NO
1. Cleaning and disinfecting agents must be EPA registered and labeled as bactericidal, virucidal and fungicidal.		
2. Store properly disinfected implements in closed containers		
3. Reception and Retail Area: Discard old magazines and other non-essential items in the waiting area that cannot be disinfected; Wipe down all soft surfaces (couches, chairs) with water and a clean towel; Clean and disinfect all hard, non-porous surfaces such as reception counter, computer keyboard, phones, door handles, light switches and point of sale equipment. Clean and disinfect all shelving, glass ad display cases; keep product containers clean and dust free.		
4. Place signage in window to notify customers of your diligence in practicing proper infection control.		
5. Workstations – after each service provided to a customer: clean and disinfect all non-porous implements used in your services (immersion, spray or wipe); store properly disinfected implements in closed containers; clean and disinfect all electrical implements used in your services		



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6. Clean and disinfect chairs and headrests; consider barrier methods on chairs such as disposable paper drapes or towels that can be laundered after each client.		
7. Clean and disinfect workstations, rolling carts, drawers and any containers used for storage; Ensure that single use porous items are new		
8. All items on a nail station must either be new, never used, or cleaned and disinfected (stored in a closed container until ready to use)		
9. Treatment Rooms/Laundry/Shampoo Bowls/Pedicure Bowls: clean and disinfect any appliances used; clean and disinfect treatment tables; ensure all single use items are new. Empty wax pots, completely clean and disinfect, and refill with new wax. Any used linens must be stored in closed covered cabinets. Clean and disinfect all shampoo bowls, handles, hoses, spray nozzles and shampoo chairs after each use. Clean and disinfect pedicure bowls after each use.		
10. Washing hair before a cut is compulsory		
11. Encourage paperless transactions and offer to email receipts if possible		
12. All staff must wash hands before and after each service; if possible, it is recommended to wash hands in front of the customer		
13. Waste must be double-bagged and disposed of daily; if applicable, as in the case of tattoo studios, waste must be picked up and disposed of by a medical waste company.		
14. Provide time for workers to implement cleaning practices before and after each client.		
15. Upgrades to HVAC air filtration and ventilation.		