

INFECTION CONTROL SEMINAR

KANSAS BOARD OF COSMETOLOGY

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WHAT IS “THE BOARD?”

THE BOARD IS PART OF THE EXECUTIVE BRANCH OF GOVERNMENT AND IS CHARGED WITH CARRYING OUT THE LAWS ENACTED BY THE LEGISLATIVE BRANCH OF GOVERNMENT.

THE BOARD TYPICALLY MEETS EVERY MONTH. MINUTES OF EACH BOARD MEETING ARE POSTED ON THE BOARD’S BOARD MEETING WEBSITE PAGE: [HTTPS://WWW.KANSAS.GOV/KBOC/BOARDMEETINGS.HTM](https://www.kansas.gov/kboc/boardmeetings.htm)

THE BOARD CONSISTS OF 8 MEMBERS EACH APPOINTED BY THE GOVERNOR FOR A TERM OF 3 YEARS WITH THE FOLLOWING REQUIREMENTS:

- 3 COSMETOLOGY PROFESSION MEMBERS
- 1 COSMETOLOGY SCHOOL OWNER OR ADMINISTRATOR
- 1 BODY ART PROFESSION MEMBER
- 1 TANNING FACILITY OWNER
- 2 PUBLIC MEMBERS

MEMBERS OF THE BOARD ARE POSTED ON THE BOARD’S BOARD MEMBERS WEBSITE PAGE:

[HTTPS://WWW.KANSAS.GOV/KBOC/BOARDMEMBERS.HTM](https://www.kansas.gov/kboc/boardmembers.htm)



THE BOARD'S MISSION

TO PROTECT THE HEALTH AND SAFETY OF THE CONSUMING PUBLIC BY LICENSING QUALIFIED INDIVIDUALS AND ENFORCING HIGH STANDARDS OF PRACTICE.



WHAT DOES THE BOARD DO?

- ISSUES LICENSES TO PRACTITIONERS, ESTABLISHMENTS AND SCHOOLS
- INSPECTS ESTABLISHMENTS
- CONDUCTS INVESTIGATIONS
- IMPOSES MONETARY PENALTIES
- REFUSES TO ISSUE OR RENEW LICENSES
- REVOKES, SUSPENDS AND CONDITIONS LICENSES
- ADOPTS REGULATIONS
- PROVIDES STATUTORY RECOMMENDATIONS

WHAT DO INSPECTORS DO?

- AN INSPECTOR'S PRIMARY RESPONSIBILITY IS TO CONDUCT INSPECTIONS AND DETERMINE WHETHER ESTABLISHMENTS AND PRACTITIONERS ARE IN COMPLIANCE WITH THE STATUTES, RULES AND REGULATIONS ADMINISTERED BY THE BOARD.
- ADDITIONALLY, AN INSPECTOR PROVIDES GUIDANCE AND EDUCATION TO HELP ALL LICENSEES ACHIEVE COMPLIANCE WITH THE LAW.
- WHY INSPECT?
 - HEALTH AND SANITATION REGULATIONS AND LICENSURE LAWS PROTECT THE PUBLIC;
 - INSPECTIONS FULFILL THE BOARD'S MISSION;
 - INSPECTIONS PROMOTE COMPLIANCE; AND
 - COMPLIANCE PROTECTS THE PUBLIC.

TYPES OF INSPECTIONS

- **COMPLIANCE:** CONDUCTED PRIOR TO OPENING A NEW ESTABLISHMENT. THE ONLY 'SCHEDULED' INSPECTION.
- **ROUTINE:** THE BOARD INSPECTS ALL ESTABLISHMENTS AT LEAST ONCE A YEAR. STATUTORILY, FACILITIES ARE REQUIRED TO COMPLETE ONE INSPECTION EVERY TWO YEARS
- **RECHECK:** OCCURS WHEN THE ESTABLISHMENT HAS EXCESSIVE INFECTION CONTROL VIOLATIONS
- **COMPLAINT:** OCCURS AT THE REQUEST OF THE BOARD IN RESPONSE TO A COMPLAINT BY A CONSUMER, LICENSEE OR THE BOARD
- **CONDITIONED:** REQUIRED INSPECTIONS BY THE BOARD DUE TO A HISTORY OF EXCESSIVE INFECTION CONTROL VIOLATIONS

ROUTINE INSPECTIONS OF SCHOOLS

- SCHOOLS ARE TYPICALLY INSPECTED IN THE SPRING AND FALL TO ENSURE COMPLIANCE WITH KANSAS LAWS.
- SCHOOL INSPECTIONS ARE CONDUCTED THE SAME AS ANY ROUTINE INSPECTION.
- STUDENTS ARE THE MOST VULNERABLE IN THAT THEY ARE NEW TO THE INDUSTRY.
- IT IS NOT ONLY THE RESPONSIBILITY OF THE STUDENT TO MAKE SURE THEY ARE AWARE OF KANSAS LAWS, BUT IT IS ALSO THE RESPONSIBILITY OF THE INSTRUCTORS TO EDUCATE THE STUDENTS ON PROPER COMPLIANCE WITH KANSAS LAWS.

INSPECTION STRUCTURE

- NO APPOINTMENTS FOR INSPECTIONS UNLESS IT IS A COMPLIANCE INSPECTION.
- CONDUCTED WITHIN A CALENDAR YEAR
- ON ARRIVAL, THE INSPECTOR WILL ANNOUNCE THAT HE OR SHE IS THERE TO CONDUCT AN INSPECTION AND WILL INDICATE THE TYPE OF INSPECTION. YOU SHOULDN'T STOP PROVIDING SERVICES FOR YOUR CLIENT DURING THE INSPECTION.
- REFUSING TO ALLOW AN INSPECTION OR CORRECTING VIOLATIONS DURING AN INSPECTION IS INTERFERENCE WITH THE INSPECTION AND MAY SUBJECT THE ESTABLISHMENT TO DISCIPLINARY ACTION.

INSPECTION REPORT

AFTER THE INSPECTION, THE INSPECTOR WILL REVIEW THE INSPECTION REPORT WITH YOU AND WILL EXPLAIN ANY VIOLATIONS AND HOW YOU CAN CORRECT THEM. YOU WILL ALSO HAVE THE OPPORTUNITY TO ASK ANY QUESTIONS AT THAT TIME.

DISCIPLINARY ACTIONS

- INSPECTORS DON'T MAKE DECISIONS REGARDING WHETHER YOU WILL BE FINED OR DISCIPLINED FOR VIOLATIONS. DISCIPLINARY ACTIONS ARE GOVERNED BY THE BOARD'S DISCIPLINARY PANEL, GUIDANCE DOCUMENTS AND FINE SCHEDULES APPROVED BY THE BOARD. THESE DOCUMENTS CAN BE FOUND ON THE BOARD'S WEBSITE UNDER "RESOURCES." AND "THE BOARD".
- DEPENDING UPON THE TYPE AND NUMBER OF VIOLATIONS, YOU MAY RECEIVE A REMEDIAL ACTION LETTER, WARNING LETTER, FINE OR OTHER DISCIPLINE AGAINST YOUR LICENSE.

INFECTION CONTROL REGULATIONS

- THE PRIMARY REASON FOR CONDUCTING INSPECTIONS IS TO ENSURE THAT ESTABLISHMENTS AND PRACTITIONERS ARE FOLLOWING THE STATE'S INFECTION CONTROL REGULATIONS IN ORDER TO PREVENT THE TRANSMISSION OF DISEASE. WE REFER TO THESE REGULATIONS AS "HEALTH AND SANITATION REGULATIONS" OR "INFECTION CONTROL REGULATIONS."
- COSMETOLOGY PROFESSION INFECTION CONTROL REGULATIONS ARE IMPLEMENTED BY THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT (KDHE)
- THE INFECTION CONTROL REGULATIONS CAN BE VIEWED AND PRINTED FROM THE BOARD'S WEBSITE:

[HTTPS://WWW.KANSAS.GOV/KBOC/DOCS/INFECTION_CONTROL_REGULATIONS_FOR_PRACTITIONERS_AND_FACILITIES.PDF](https://www.kansas.gov/kboc/docs/infection_control_regulations_for_practitioners_and_facilities.pdf)

ACHIEVING COMPLIANCE

COMPLIANCE BEGINS WITH KNOWING WHAT IS REQUIRED OF YOU. AS A LICENSED PROFESSIONAL, YOU HAVE A RESPONSIBILITY TO KNOW THE LAWS GOVERNING YOUR PROFESSION. WHILE INSPECTORS, COWORKERS, INSTRUCTORS AND TEXTBOOKS ARE USEFUL RESOURCES, THEY ARE NO SUBSTITUTE FOR KNOWING THE LAW FIRSTHAND.

LICENSURE

- THE ESTABLISHMENT LICENSE MUST BE POSTED WHERE CLIENTS CAN EASILY VIEW IT UPON ENTERING. THE ESTABLISHMENT LICENSE IS ONLY VALID FOR THE LOCATION AND OWNER PRINTED ON THE LICENSE.
- EXPIRATION DATES ARE PRINTED ON EACH LICENSE. IT IS YOUR RESPONSIBILITY TO TIMELY RENEW.
- IF THE ESTABLISHMENT LICENSE IS EXPIRED AT THE TIME OF INSPECTION, THE ESTABLISHMENT LICENSE HOLDER AND EACH PRACTITIONER PROVIDING SERVICES MAY BE SUBJECT TO DISCIPLINARY ACTIONS.
- IF YOUR PRACTITIONER LICENSE IS EXPIRED AT THE TIME OF INSPECTION, YOU MAY BE SUBJECT TO DISCIPLINARY ACTIONS.
- IT IS A VIOLATION OF LAW TO PROVIDE SERVICES OR OPERATE AN ESTABLISHMENT WITHOUT A VALID LICENSE POSTED.

SIGNAGE

- THE FOLLOWING MUST BE POSTED IN THE ESTABLISHMENT WHERE IT IS CLEARLY VISIBLE TO THE PUBLIC:
 - HEATH AND SANITATION REGULATIONS
 - CONSUMER COMPLAINT SIGN
 - MOST RECENT INSPECTION REPORT
 - ESTABLISHMENT AND PRACTITIONER LICENSE
- THE ABOVE DOCUMENTS MUST BE POSTED IN A LOCATION WHERE CLIENTS AND THE INSPECTOR CAN EASILY VIEW THEM WHEN ENTERING THE ESTABLISHMENT.
- YOU MAY DOWNLOAD AND PRINT YOUR OWN SIGNAGE FROM THE BOARD'S WEBSITE RESOURCE PAGE AS WELL AS YOUR MOST RECENT INSPECTION REPORT FROM THE BOARD'S WEBSITE VERIFICATION PAGE.

FACILITY REQUIREMENTS

- ACCESSIBILITY: ALL ROOMS, CABINETS AND CARTS MUST BE ACCESSIBLE DURING THE INSPECTION. THE ESTABLISHMENT OWNER, MANAGER OR ANOTHER DESIGNATED INDIVIDUAL MUST BE ABLE TO UNLOCK ROOMS, CABINETS AND CARTS SO THAT THEY MAY BE INSPECTED.
- DRAWERS AND AREAS MARKED “PERSONAL” OR “PRIVATE” ARE ALSO SUBJECT TO INSPECTION.
- IF AN INSPECTOR DOES NOT HAVE ACCESS TO OPEN AND INSPECT ROOMS, WORKSTATIONS, CARTS, DRAWERS OR CABINETS BECAUSE THEY ARE LOCKED, THE ESTABLISHMENT LICENSE HOLDER MAY RECEIVE A VIOLATION FOR IMPEDING AN INSPECTION AND MAY BE SUBJECT TO DISCIPLINARY ACTIONS.

K.A.R. 28-24-14 PROHIBITIONS

- SMOKING OR PREPARING FOOD IN THE SERVICE AREA
- USING NECK DUSTERS AND NAIL DUSTERS
- POSSESSING ANY ANIMAL. THIS PROHIBITION SHALL NOT APPLY TO ANY ASSISTANCE DOG, AS DEFINED IN K.S.A. 39-1113 AND AMENDMENTS THERETO
([HTTP://WWW.KSREVISOR.ORG/STATUTES/CHAPTERS/CH39/039_011_0013.HTML](http://www.ksrevisor.org/statutes/chapters/ch39/039_011_0013.html))
- USING RAZOR-TYPE DEVICES TO REMOVE CALLUSES OR SKIN BLEMISHES
- USING INVASIVE SKIN-REMOVAL TECHNIQUES, PRODUCTS, AND PRACTICES THAT REMOVE VIABLE CELLS THAT ARE DEEPER THAN THE STRATUM CORNEUM

K.A.R. 28-24-14 PROHIBITIONS (CONT'D)

- PLACING WASTE IN OPEN WASTE RECEPTACLES
- POSSESSING METHYL METHACRYLATE MONOMER (MMA)
([HTTPS://WWW.KANSAS.GOV/KBOC/DOCS/NMC MMA FINAL.PDF](https://www.kansas.gov/kboc/docs/nmc_mma_final.pdf))
- USING ANY PRODUCT BANNED OR RESTRICTED BY THE BOARD FOR USE IN COSMETOLOGY, NAIL TECHNOLOGY, ESTHETICS, OR ELECTROLOGY.
- NO PRACTITIONER SHALL CARRY ANY INSTRUMENT OR SUPPLIES IN OR ON A GARMENT OR UNIFORM, INCLUDING AN INSTRUMENT BELT AND AN INSTRUMENT ORGANIZER.
- THE OWNER OF A SCHOOL OR ESTABLISHMENT SHALL NOT PERMIT EXCESSIVE AMOUNTS OF WASTE, REFUSE, OR ANY OTHER ITEMS THAT COULD CAUSE A HAZARD TO ACCUMULATE ON THE PREMISES OF THE SCHOOL OR ESTABLISHMENT.

CLEANING VS. DISINFECTING

- CLEANING IS THE REMOVAL OF VISIBLE OR SURFACE DEBRIS THROUGH WASHING WITH SOAP AND WATER OR WITH DETERGENT AND WATER. CLEAN SHALL NOT MEAN DISINFECTED.
- DISINFECTING IS USING A DISINFECTANT ON A CLEAN, NONPOROUS ITEM OR SURFACE TO KILL BACTERIA, VIRUSES, AND FUNGI.

CLEANING VS. DISINFECTING

WHAT'S REQUIRED?

- INSTRUMENTS AND CLIPPERS MUST BE DISINFECTED.
- SURFACES, WORKSTATIONS AND PEDICURE BASINS MUST BE DISINFECTED.
- FLOORS, TOWELS, ROBES AND LINENS MUST BE CLEANED.
- SINGLE-USE ITEMS MUST BE THROWN AWAY.



ALWAYS clean first then disinfect!!



PREPARING YOUR DISINFECTANT

DISINFECTANT SOLUTIONS MUST BE:

- PREPARED, AVAILABLE FOR USE, AND COVERED AT ALL TIMES.
- CHANGED DAILY OR MORE OFTEN IF THE DISINFECTANT OR BLEACH SOLUTION BECOMES VISIBLY CLOUDY OR DIRTY.
- PREPARED BY MEASURING. EVERY ESTABLISHMENT SHOULD HAVE MEASURING DEVICES TO PROPERLY MIX DISINFECTANT AND BLEACH SOLUTIONS.

YOU MAY FIND IT HELPFUL TO LABEL YOUR CONTAINERS WITH THE AMOUNT OF DISINFECTANT AND WATER TO PLACE IN THE CONTAINER. YOU CAN ALSO DRAW LINES ON THE CONTAINER THAT SHOW HOW MUCH DISINFECTANT AND WATER TO POUR INTO THE CONTAINER.

YOU MUST BE ABLE TO PROVIDE, UPON REQUEST, THE SDS AND THE MANUFACTURER-LABELED CONTAINER WITH SUFFICIENT DISINFECTANT OR BLEACH TO ENSURE SAFE SERVICES.

BLEACH SOLUTION

- BLEACH SOLUTIONS SHOULD BE PREPARED BY FOLLOWING THE MANUFACTURER'S INSTRUCTIONS ON THE BOTTLE.
- WHEN PREPARING A BLEACH SOLUTION, **ALWAYS USE COLD WATER** BECAUSE HOT WATER DECOMPOSES SODIUM HYPOCHLORITE AND WILL MAKE IT INEFFECTIVE.
- EPA-REGISTERED DISINFECTANTS SHOULD ALSO BE MIXED ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS.



PROPERLY CLEANING AND DISINFECTING INSTRUMENTS

- CLEANING IS THE FIRST STEP IN DISINFECTING. SOAKING AN INSTRUMENT PRIOR TO PLACING IT IN DISINFECTANT IS NOT ADEQUATE. **ALL INSTRUMENTS MUST BE SCRUBBED WITH SOAP AND WATER AND RINSED PRIOR TO DISINFECTING. FAILURE TO CLEAN FIRST WILL PREVENT THE DISINFECTANT FROM WORKING AND WILL RESULT IN DEBRIS IN YOUR DISINFECTANT.**
- DISINFECTING - ALL INSTRUMENTS MUST BE DISINFECTED BY COMPLETE IMMERSION IN THE DISINFECTANT.
- SHIP-SHAPE AND BRUSH DELITE ARE CLEANERS AND NOT DISINFECTANTS.



- DISINFECTANT JARS: DO NOT DROP DIRTY INSTRUMENTS DIRECTLY INTO THE JAR. YOU MUST CLEAN THEM FIRST!!!!
- MAKE SURE THE JAR IS LARGE ENOUGH TO COMPLETELY IMMERSE YOUR INSTRUMENTS.

CONCENTRATE, SPRAY, WIPE, OR FOAM DISINFECTANT

- FOR SHEARS, USE A CONCENTRATE, SPRAY, WIPE, OR FOAM DISINFECTANT ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS
- FOR MAKEUP BRUSHES, USE A CONCENTRATE, SPRAY, OR FOAM DISINFECTANT ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS.

WHAT MUST BE CLEANED?

FLOORS

LINENS (INCLUDING BUT NOT LIMITED TO):

- CAPES
- TOWELS
- SHEETS
- ROBES



WHAT MUST BE DISINFECTED?

- COMBS
- HAIRBRUSHES
- EYEBROW BRUSHES
- FACIAL BRUSHES
- NAIL BRUSHES
- MAKE-UP BRUSHES (SYNTHETIC)
- SHEARS
- PERM RODS
- TWEEZERS
- NAIL CLIPPERS
- METAL PUSHERS
- PEDICURE RASPS
- COMEDONE EXTRACTORS
- CURETTES
- METAL/GLASS FILES
- METAL DRILL BITS
- MANDRELS
- ELECTRIC CLIPPERS
- STRAIGHT RAZOR/FEATHER BLADE
- CLIPPER GUARDS
- VELCRO/BRUSH ROLLERS
- HAIR PINS & CLIPS
- EYEBROW SCISSORS
- COLOR APPLICATOR BRUSH
- SHAMPOO BOWLS
- SINKS
- WORKSTATIONS
- BACK-BARS
- SERVICE CHAIRS
- TREATMENT TABLES
- PLASTIC CAPES

WHAT MUST BE THROWN AWAY?

- Gloves
- Foil
- Wax Strips
- Eyebrow thread
- Wood Applicators
- Disposable Razors
- Tissues
- Cotton Balls/Pads
- Sponges Orange
- Sticks
- Electrolysis Needles
- Buffers
- Files
- Sanding Bands
- Chamois Bits
- Pumice Stones
- Arbor Bands
- Pedicure Liners
- Foot Files with Sandpaper Strip
- Foam Toe Separators & Slippers
- Wax Sticks Roll-on
- Wax Cartridges
- End Papers
- Neck Strip

INSTRUMENTS VS. SINGLE-USE ITEMS

Instruments describe all used items that can be disinfected and reused (glass, metal, or plastic.)

Only instruments that have been disinfected can be used on a client.



Single-use items are those that must be thrown away immediately after use because they cannot be disinfected.

Items that cannot be disinfected are items made of porous material or material that cannot withstand the disinfecting process.



SINGLE-USE ITEMS

MUST BE IMMEDIATELY DISCARDED AFTER USE



NEW, UNUSED SINGLE-USE ITEMS MUST BE STORED IN A CLEAN, LABELED, AND COVERED CONTAINER OR IN THE MANUFACTURER'S ORIGINAL PACKAGING AND MUST BE FREE OF HAIR AND OTHER DEBRIS



SANDING BANDS ARE CONSIDERED SINGLE-USE ITEMS

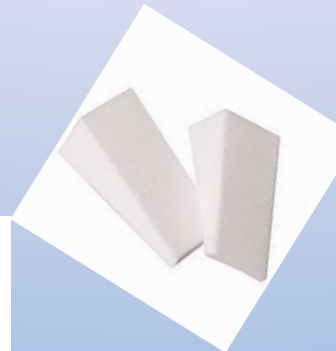
MAY BE STORED WITH OTHER ITEMS IF SEPARATED (I.E.: MIRRORS, PRODUCT, CLIPPERS, ITEMS, MONEY, BOOKS ETC. BY USING BINS OR DIVIDERS)



SINGLE-USE ITEMS

MUST BE IMMEDIATELY DISCARDED AFTER USE

- WAX STICKS/WOOD APPLICATORS
- WAX STRIPS
- ROLL-ON WAX CARTRIDGE
- COTTON BALLS/GAUZE PADS
- EYEBROW THREAD
- TISSUES
- SPONGES (FACIAL AND MAKE-UP)
- MASCARA BRUSHES



WISAGEEK

SINGLE-USE ITEMS

MUST BE IMMEDIATELY DISCARDED AFTER USE

- BUFFERS
- SANDING BANDS
- PUMICE STONES
- PEDICURE LINERS
- FILES
- CHAMOIS BITS
- ARBOR BANDS
- FOOT FILES WITH SANDPAPER STRIPS
- FOAM TOE SEPARATORS & SLIPPERS



SINGLE-USE ITEMS

MUST BE IMMEDIATELY DISCARDED AFTER USE

UNUSED

Incorrect



Correct

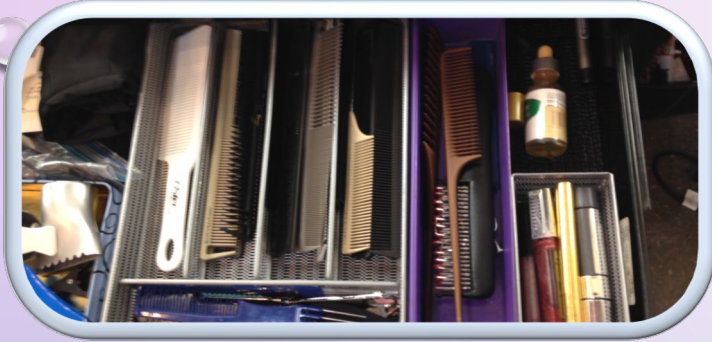


USED

ONCE USED,
SINGLE-USE
ITEMS MUST
BE PLACED
IN A
COVERED
WASTE
RECEPTACLE
IMMEDIATELY

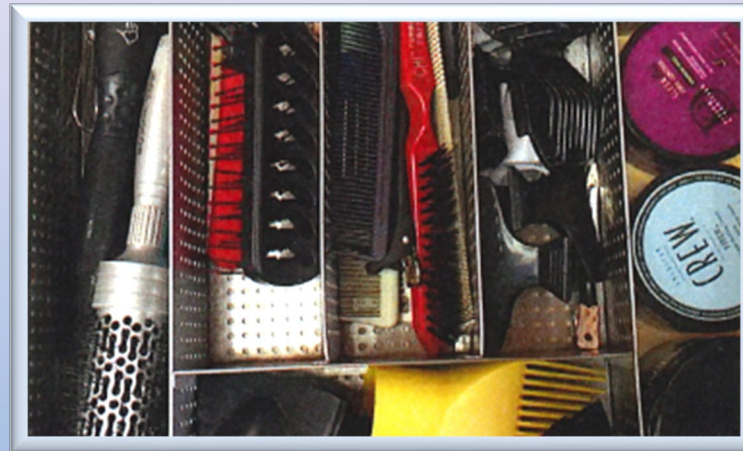


DISINFECTED INSTRUMENTS



MUST BE STORED IN A LABELED AND CLEAN, ENCLOSED CABINET, DRAWER, OR COVERED CONTAINER RESERVED FOR CLEAN INSTRUMENTS ONLY. "CLEAN" OR "DISINFECTED" AND MUST BE FREE OF HAIR AND OTHER DEBRIS

MAY BE STORED WITH OTHER ITEMS IF SEPARATED FROM OTHER ITEMS (I.E.: MIRRORS, PRODUCT, CLIPPERS, ITEMS, MONEY, BOOKS ETC. BY USING BINS OR DIVIDERS)



CAPE

- EACH CAPE SHALL BE CLEANED OR DISINFECTED AFTER EACH SERVICE.
- CLEANING IS THE REMOVAL OF VISIBLE OR SURFACE DEBRIS THROUGH WASHING WITH SOAP AND WATER OR WITH DETERGENT AND WATER. CLEAN SHALL NOT MEAN DISINFECTED.
- DISINFECTING IS USING A DISINFECTANT ON A CLEAN, NONPOROUS ITEM OR SURFACE TO KILL BACTERIA, VIRUSES, AND FUNGI.
- AFTER BEING CLEANED, THE CAPE MUST BE DRY UNTIL NO MOISTURE REMAINS IN THE FABRIC.
- THE CAPE MAY BE DRIED IN A DRYER OR LINE DRIED.



LINENS AND CAPES

CLEAN

CLEAN LINENS AND CAPES MUST BE STORED IN A CLEAN, LABELED, ENCLOSED CABINET OR COVERED CONTAINER. TOWELS MAY NOT BE PLACED IN AN OPEN BASKET, ON THE BACK OF DOORS, ON OPEN SHELVES, OR ON WORKSTATIONS.



LINENS AND CAPES DIRTY

DIRTY LINENS AND CAPES
MUST BE PLACED IN A
CLOSED AND LABELED
CONTAINER.
CONTAINERS MAY HAVE
VENTILATION OPENINGS.



GLOVES



PROTECTIVE GLOVES CANNOT BE CLEANED AND REUSED. ONCE THEY HAVE BEEN USED, THEY MUST BE THROWN AWAY. GLOVES ARE NOT DESIGNED TO WITHSTAND IMMERSION IN DISINFECTANT AND ARE SINGLE-USE ITEMS ONLY, REGARDLESS OF WHETHER THE MANUFACTURER STATES THEY ARE “REUSABLE”.

VELCRO/FOAM ROLLERS



THESE ARE BANNED IN SOME STATES BECAUSE IT IS DIFFICULT TO REMOVE HAIR FROM THESE ROLLERS. THEY ARE PERMITTED IN KANSAS, BUT ALL HAIR MUST BE REMOVED FROM THE ROLLERS, AND THEY MUST BE CLEANED AND DISINFECTED AFTER EACH CLIENT. THEY MUST BE STORED IN A CLEAN, COVERED, LABELED CONTAINER.

TWEEZERS, EYEBROW SCISSORS & EYEBROW BRUSHES



AFTER EVERY SERVICE, THESE INSTRUMENTS MUST BE DISINFECTED BY IMMERSION. SPRAY DISINFECTANT MAY NOT BE USED.



MAKEUP BRUSHES

WHILE NATURAL BRISTLE BRUSHES CANNOT BE DISINFECTED BECAUSE THEY ARE POROUS, SYNTHETIC MAKEUP BRUSHES CAN BE DISINFECTED. BRUSHES MUST BE DISINFECTED AFTER EVERY SERVICE.



Use a concentrate, spray, or foam disinfectant according to the manufacturer's instructions.

FILES



FOOT FILES

FILES WITH A SHEET OF SANDPAPER GLUED TO THE FILE ARE SINGLE-USE ITEMS THAT MUST BE THROWN AWAY AFTER USE.

“DISINFECTABLE” FILES

BECAUSE THERE IS NO VALIDATION THAT DISINFECTANTS ARE EFFECTIVE ON POROUS ITEMS, FILES LABELED BY A MANUFACTURER AS “SANITIZABLE” OR “DISINFECTABLE” ARE SINGLE-USE ITEMS. THEY MUST BE THROWN AWAY AFTER USE.



WAX POTS



WAX POTS MUST BE KEPT CLEAN AND COVERED.

YOU CAN PREVENT WAX FROM STICKING TO THE POT BY COATING IT WITH A THIN FILM OF OIL. AFTER EACH CLIENT, YOU WILL BE ABLE TO EASILY WIPE UP ANY WAX DRIPPINGS.



EACH ROLL-ON WAX CARTRIDGE IS CONSIDERED A SINGLE-USE ITEM AND MUST BE DISPOSED OF IN A COVERED WASTE RECEPTACLE AFTER THE SERVICE.



WAX POTS



APPLICATORS SHALL NOT BE LEFT STANDING IN WAX POTS

YOU MAY REMOVE A PORTION OF THE WAX PRODUCT IN A SEPARATE CONTAINER AS TO NOT CONTAMINATE THE ENTIRE WAX POT. REMAINING WAX SHALL NOT BE REUSED AND MUST BE PLACED IN THE TRASH.

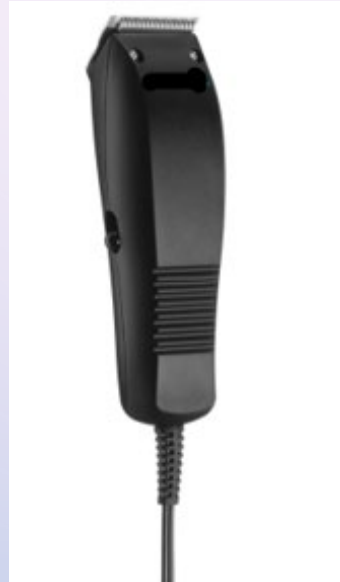
AFTER COMPLETION OF THE SERVICE, THE CONTAINER AND APPLICATOR MUST BE PLACED IN THE TRASH.



CLIPPERS

CLIPPERS MUST BE CLEANED AND DISINFECTED:

- REMOVE ALL DEBRIS FROM THE ELECTRICAL INSTRUMENT
- COMPLETELY SATURATE THE PORTION OF THE ELECTRICAL INSTRUMENT THAT CAME IN CONTACT WITH THE CONSUMER WITH A BLEACH SOLUTION OR WITH A DISINFECTANT USED ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS



CLIPPERS MUST BE STORED IN A CLEAN AREA ON A STAND OR HOOK OR ON A CLEAN TOWEL, COVERED BY A CLEAN TOWEL OR IN A LABELED, CLEAN, CLOSED CONTAINER OR DRAWER RESERVED FOR CLEAN INSTRUMENTS ONLY

CLIPPERS MAY NOT BE STORED INVERTED IN APPLIANCE HOLDERS OR PLASTIC CUPS UNLESS THEY ARE COVERED

CLIPPERS MAY NOT BE STORED WITH INSTRUMENTS OR OTHER ITEMS UNLESS THEY ARE SEPARATED USING BINS OR DIVIDERS

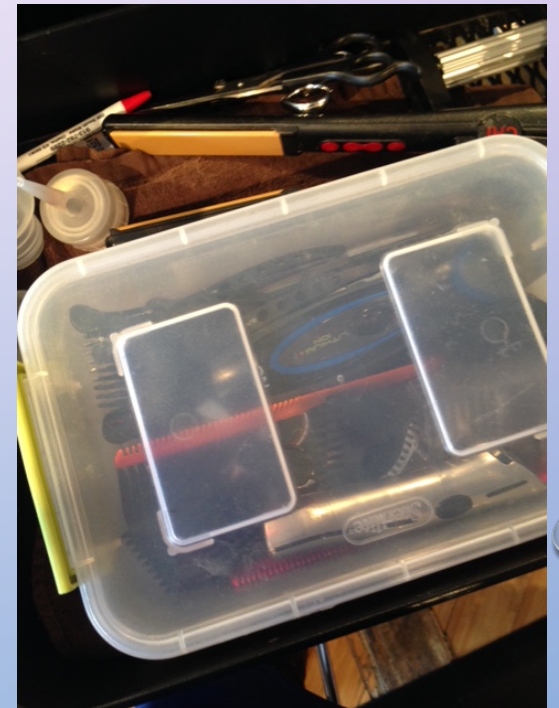
DIRTY INSTRUMENTS

ONCE USED, INSTRUMENTS MUST BE PLACED IN A COVERED AND LABELED CONTAINER UNTIL THEY ARE CLEANED AND DISINFECTED. THE CONTAINER MUST BE LABELED TO INDICATE THAT IT IS DIRTY, USED, OR SOILED.

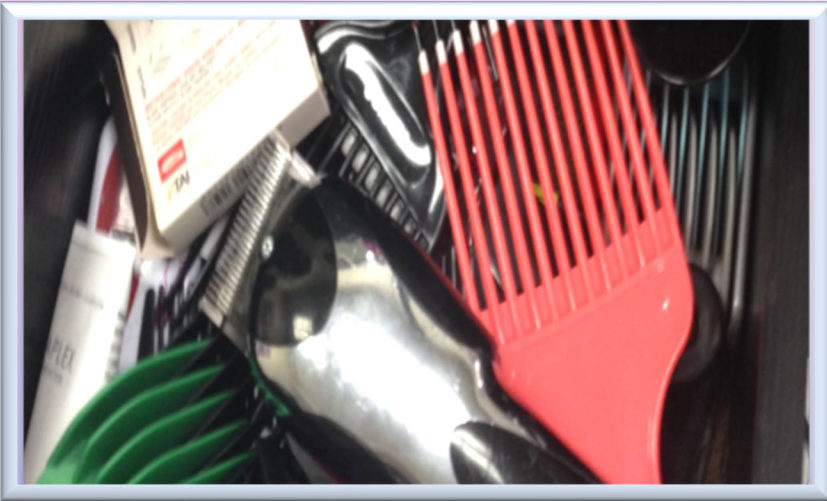
THEY CAN NOT JUST BE SET ASIDE ON WORKSTATION.



THE CONTAINER MAY CONTAIN SOAP AND WATER BUT NOT DISINFECTANT!!!!!!



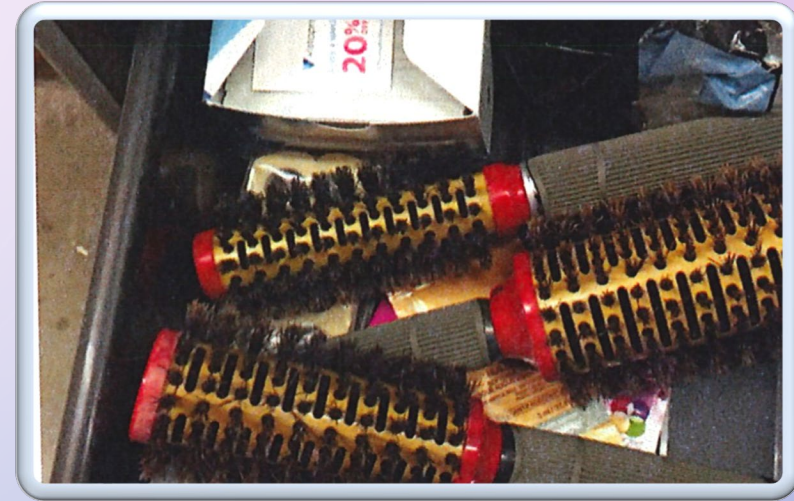
VIOLATION EXAMPLES



DISINFECTED INSTRUMENTS
STORED WITH PRODUCT,
ELECTRICAL INSTRUMENTS
AND PAPER WITHOUT
SEPARATION



DISINFECTED INSTRUMENTS
MUST BE STORED SEPARATED
FROM OTHER ITEMS



DISINFECTED
INSTRUMENTS STORED
WITH SINGLE-USE ITEMS
WITHOUT SEPARATION

VIOATION EXAMPLES

DIRTY CLIPPERS STORED IN CLEAN DRAWER
WITH GUARD ATTACHED AND WITH
DISINFECTED INSTRUMENTS



DIRTY CLIPPERS WITH GUARD ATTACHED
NOT DISINFECTED AFTER SERVICE

VIOLATION EXAMPLES

CLEAN TOWELS-NOT COVERED AND LABELED



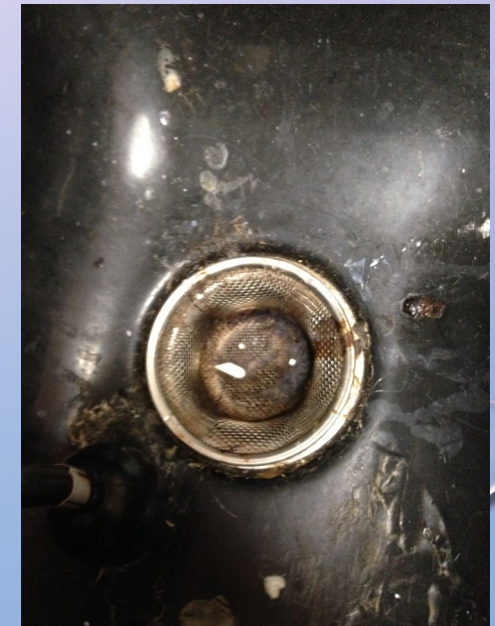
DIRTY TOWELS-NOT
COVERED AND
LABELED



VIOLATION EXAMPLES



VIOLATION EXAMPLES



VIOLATION EXAMPLES



INVASIVE SERVICES

KANSAS COSMETOLOGY PROFESSION PRACTITIONERS ARE LIMITED TO NONINVASIVE SERVICES BY DEFINITION IN STATUTE.

NONINVASIVE IS A PROCEDURE OR SERVICE THAT IS CONFINED TO THE NONLIVING CELLS OF THE EPIDERMIS FOUND IN THE STRATUM CORNEUM LAYER OF THE SKIN THAT DOES NOT ALTER, CUT, OR DAMAGE ANY LIVING CELLS.

INVASIVE SERVICES ARE PROHIBITED IN ANY COSMETOLOGY PROFESSION ESTABLISHMENT LICENSED BY THE BOARD.

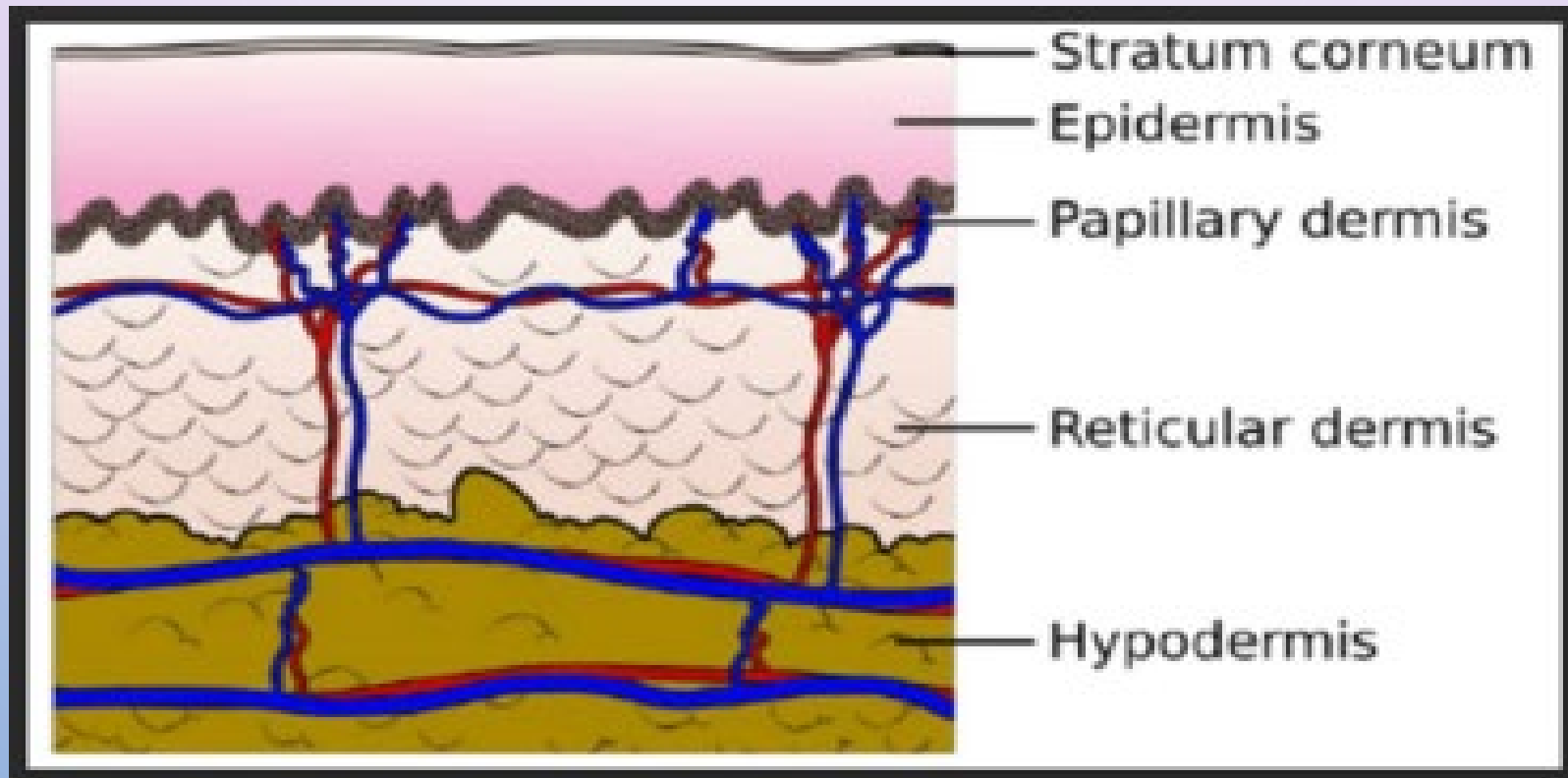
REGARDLESS OF HOW A SERVICE OR PRODUCT IS MARKETED, IT MUST MEET THE KANSAS DEFINITION OF “NONINVASIVE” TO BE LAWFULLY USED AND/OR PROVIDED UNDER THE KANSAS COSMETOLOGY ACT.

AN INVASIVE SERVICE IS ANY SERVICE THAT ALTERS, DAMAGES OR CUTS THE LIVING CELLS.

INVASIVE SERVICES

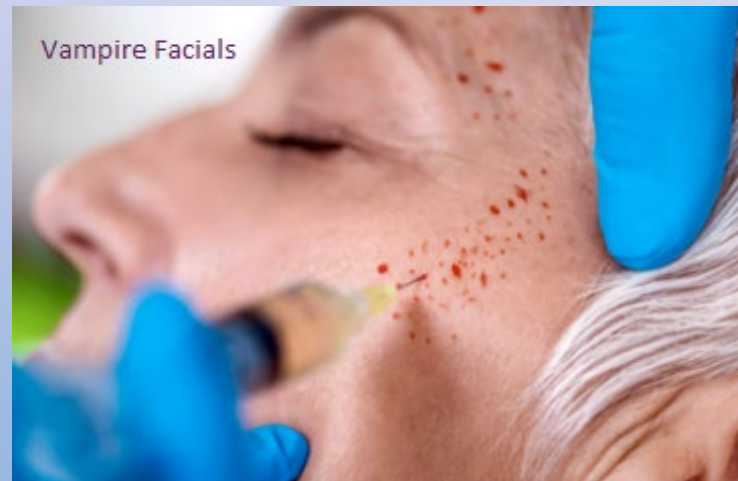
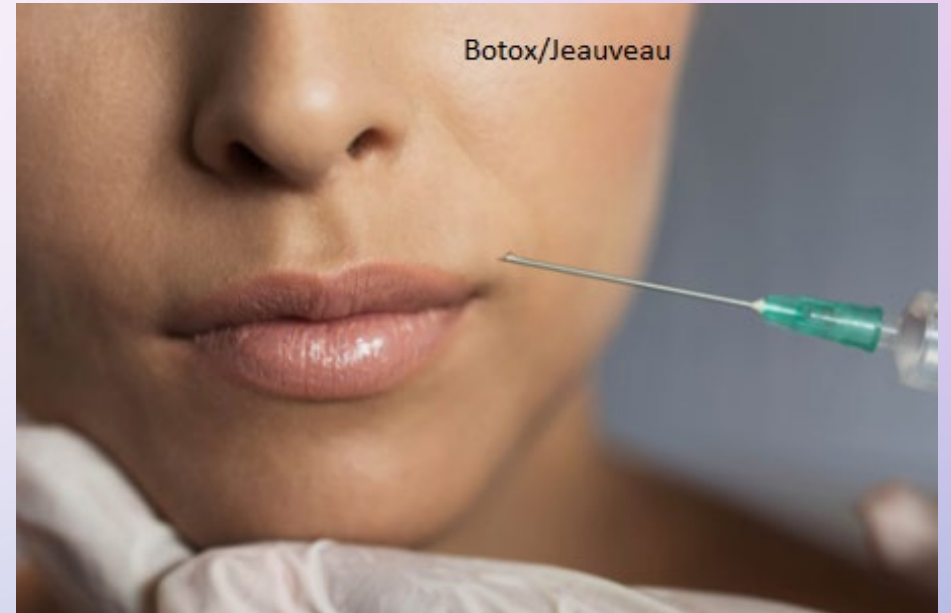
LAYERS OF SKIN:

KAR 28-24-14(a)(5) - The following shall be prohibited in any establishment or school: using invasive skin removal techniques, products, and practices that remove viable cells that are deeper than the stratum corneum.



INVASIVE SERVICES AND PRODUCTS

EXAMPLES



INVASIVE SERVICES AND PRODUCTS EXAMPLES



DERMAPLANING & MILIA LANCING

ON MAY 13TH, 2019, THE KANSAS BOARD OF COSMETOLOGY APPROVED THE USE OF LANCETS AND SCALPELS BY LICENSED COSMETOLOGISTS AND LICENSED ESTHETICIANS WHEN PERFORMING THE BEAUTY MODALITIES OF MILIA LANCING AND DERMAPLANING.

THESE PROCEDURES ARE FOR ESTHETIC PURPOSES ONLY AND ARE PERMITTED WITHIN THE SCOPE OF PRACTICE AS THEY ARE NONINVASIVE AND CONFINED TO THE NONLIVING CELLS OF THE EPIDERMIS FOUND IN THE STRATUM CORNEUM LAYER OF THE SKIN.

THESE PRACTICES DO NOT ALTER, CUT OR DAMAGE ANY LIVING CELLS AS IS PROHIBITED IN KAR 28-24-14 (5).

ADDITIONALLY, THE USE OF THE SCALPEL IN DERMAPLANING IS ONLY FOR EXFOLIATION AND HAIR REMOVAL AND IS NOT PERMITTED TO BE USED TO REMOVE CALLUSES OR SKIN BLEMISHES AS PROHIBITED BY KAR 28-24-14 (4).

[KBOC BULLETIN #2019-01: DERMAPLANING & MILIA LANCING USE OF CLASS I MEDICAL DEVICES JUNE 2019](https://www.kansas.gov/kboc/newsletters/bulletin_2019-01.pdf) ([HTTPS://WWW.KANSAS.GOV/KBOC/NEWSLETTERS/BULLETIN_2019-01.PDF](https://www.kansas.gov/kboc/newsletters/bulletin_2019-01.pdf))

USE OF CLASS I MEDICAL DEVICES

AFTER REVIEW OF KSA 65-1902(A)(12) THE BOARD DETERMINED ON MAY 13, 2019, THROUGH REASONABLE INTERPRETATION OF THE STATUTORY PROHIBITION, THAT CLASS ONE MEDICAL DEVICES REGISTERED WITH THE FDA AND APPROVED BY THE FDA FOR GENERAL USE, NOT REQUIRED TO BE USED UNDER ORDER OF A PHYSICIAN, ARE NOT SUBJECT TO THIS PROHIBITION AS LONG AS THEY ARE BEING USED FOR ESTHETIC, NOT MEDICAL PURPOSES.

TO PROVIDE FURTHER EXPLANATION OF THE REASONABLE INTERPRETATION OF THIS STATUTE, SOME EXAMPLES OF CLASS ONE MEDICAL DEVICES REGISTERED WITH THE FDA AND APPROVED FOR GENERAL USE INCLUDE SURGICAL TRAYS, RUBBER GLOVES, AND GAUZE.

IT IS EVIDENT THAT THE BOARD MUST USE DISCRETION IN INTERPRETING THIS STATUTORY PROHIBITION AS TO ENFORCE IT WITHOUT SO WOULD BE AN INAPPROPRIATE APPLICATION OF THE LAW.

[KBOC BULLETIN #2019-01: DERMAPLANING & MILIA LANCING USE OF CLASS I MEDICAL DEVICES JUNE 2019](https://www.kansas.gov/kboc/newsletters/bulletin_2019-01.pdf) ([HTTPS://WWW.KANSAS.GOV/KBOC/NEWSLETTERS/BULLETIN_2019-01.PDF](https://www.kansas.gov/kboc/newsletters/bulletin_2019-01.pdf))

COMMUNICABLE DISEASES OR CONDITIONS



IF THERE IS A LIKELIHOOD OF EXPOSURE TO BLOOD OR BODY FLUIDS WHILE PRACTICING COSMETOLOGY, NAIL TECHNOLOGY, ESTHETICS, OR ELECTROLOGY, THE PRACTITIONER SHALL WEAR SINGLE-USE PROTECTIVE GLOVES, AND EACH CONTAMINATED SINGLE-USE ITEM SHALL BE DOUBLE-BAGGED, SEALED, AND DISPOSED OF IN A CLOSED WASTE RECEPTACLE.

COMMUNICABLE DISEASES OR CONDITIONS

NO PRACTITIONER SHALL PROVIDE ANY SERVICE TO A CONSUMER WHO HAS:

- PEDICULOSIS (HEAD, BODY, OR PUBIC LICE)
- OPEN SORES
- INFLAMED TISSUE SUGGESTING A COMMUNICABLE DISEASE OR CONDITION,
- FUNGUS
- RINGWORM

UNTIL THE CONSUMER FURNISHES TO THE PRACTITIONER A STATEMENT SIGNED BY A LICENSED PHYSICIAN STATING THAT THE COMMUNICABLE DISEASE OR CONDITION IS NOT IN AN INFECTIOUS, CONTAGIOUS, OR COMMUNICABLE STAGE .

COMMUNICABLE DISEASES OR CONDITIONS

NO PRACTITIONER SHALL PROVIDE ANY SERVICE WHILE HAVING:

- PEDICULOSIS (HEAD, BODY OR PUBIC LICE)
- OPEN SORES
- INFLAMED TISSUE SUGGESTING A COMMUNICABLE DISEASE OR CONDITION,
- FUNGUS
- RINGWORM

UNTIL THE PRACTITIONER OBTAINS A STATEMENT SIGNED BY A LICENSED PHYSICIAN STATING THAT THE COMMUNICABLE DISEASE OR CONDITION IS NOT IN AN INFECTIOUS, CONTAGIOUS, OR COMMUNICABLE STAGE.

COMMUNICABLE DISEASES OR CONDITIONS

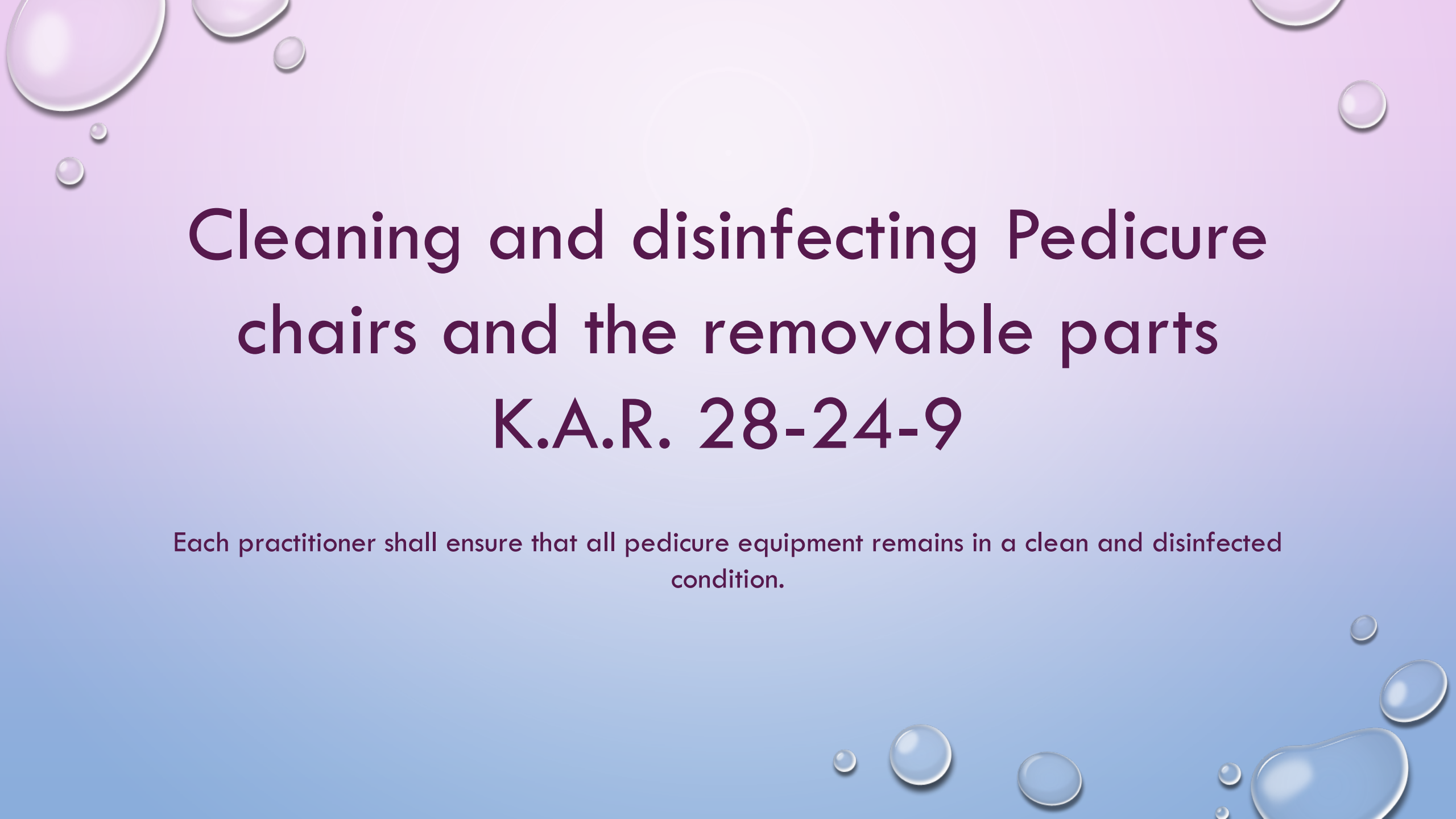
IF A SERVICE HAS BEEN STARTED AND A PRACTITIONER DISCOVERS THAT A CONSUMER HAS PEDICULOSIS (HEAD, BODY, OR PUBIC LICE), OPEN SORES, INFLAMED TISSUE SUGGESTING A COMMUNICABLE DISEASE OR CONDITION, FUNGUS, OR RINGWORM, THE PRACTITIONER SHALL PERFORM THE FOLLOWING:

- ✓ STOP SERVICES IMMEDIATELY IN A SAFE MANNER
- ✓ INFORM THE CONSUMER WHY THE SERVICE WAS STOPPED
- ✓ CLEAN AND DISINFECT ALL AFFECTED TOOLS, WORK AREAS, AND WAITING AREAS

BLOOD EXPOSURE PROCEDURE

IF A BLOOD EXPOSURE OCCURS, THE PRACTITIONER SHALL PERFORM ALL OF THE FOLLOWING PROCEDURES:

- ✓ STOP SERVICE IMMEDIATELY
- ✓ PUT ON PROTECTIVE GLOVES
- ✓ CLEAN THE INJURED AREA WITH AN ANTISEPTIC SOLUTION AND COVER THE WOUND WITH A STERILE BANDAGE TO PREVENT FURTHER BLOOD EXPOSURE
- ✓ CLEAN AND DISINFECT ALL EQUIPMENT, INSTRUMENTS, AND SURFACES THAT CAME IN CONTACT WITH BLOOD
- ✓ DOUBLE-BAG ALL CONTAMINATED ITEMS, INCLUDING GLOVES, AND DISPOSE OF THE
- ✓ CONTAMINATED ITEMS IN A CLOSED WASTE RECEPTACLE



Cleaning and disinfecting Pedicure chairs and the removable parts

K.A.R. 28-24-9

Each practitioner shall ensure that all pedicure equipment remains in a clean and disinfected condition.

STEPS TO CLEAN AND DISINFECT PEDICURE EQUIPMENT

Pedicure Equipment is any apparatus that holds water for the purpose of pedicure service.

Each practitioner shall perform the following STEPS immediately after each pedicure service:

- ✓ Drain the pedicure equipment of all water, remove all debris from the equipment, and remove all removable parts.
- ✓ If a pedicure liner was used during the pedicure service, dispose of the pedicure liner in a covered waste receptacle.
- ✓ Clean all removable parts and the surfaces and walls of the pedicure equipment, including the inlet and all debris trapped behind any removable parts, with soap or detergent, rinse with warm potable water, and disinfect with a liquid disinfectant used according to the manufacturer's instructions.
- ✓ Replace all clean removable parts.
- ✓ Wipe the pedicure equipment dry with a clean towel.

STEP 3 CLARIFICATION

CIRCULATING VS. NONCIRCULATING PEDICURE CHAIRS

Circulating

- If the pedicure equipment is circulating, fill the pedicure equipment with potable water and circulate a bleach solution or a liquid disinfectant used according to the manufacturer's instructions through the pedicure equipment for 10 minutes and then drain and rinse the pedicure equipment with potable water.

Noncirculating

- If the pedicure equipment is noncirculating, allow the bleach solution or liquid disinfectant to stand for 10 minutes and then drain and rinse the pedicure equipment with potable water.

WHIRLPOOL SPAS



Circulating

If the pedicure equipment is circulating, fill the pedicure equipment with potable water and circulate a bleach solution or a liquid disinfectant used according to the manufacturer's instructions through the pedicure equipment for 10 minutes and then drain and rinse the pedicure equipment with potable water.

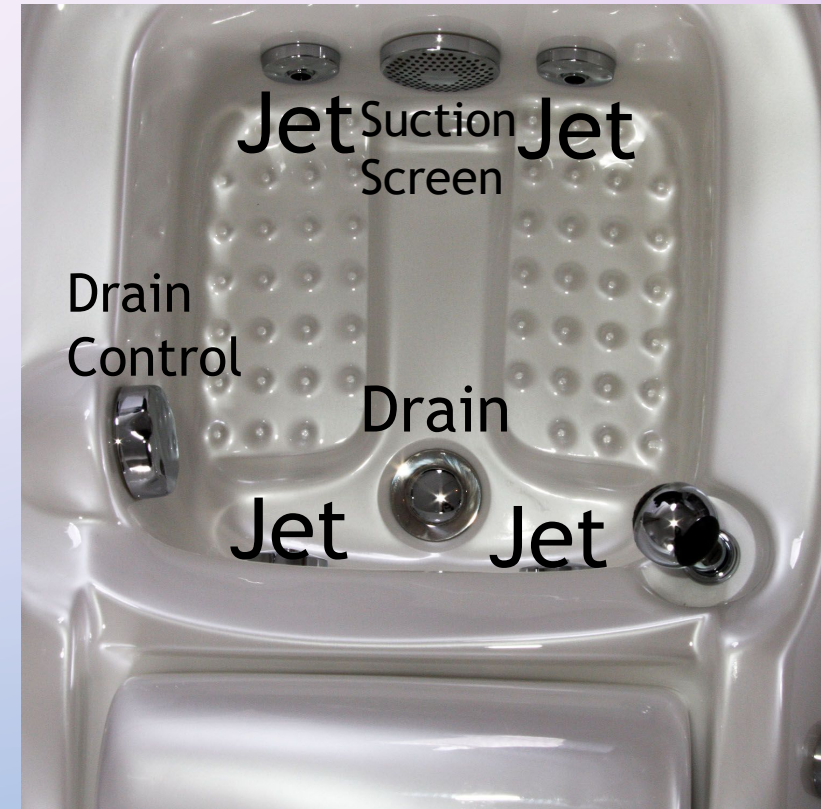
WHIRLPOOL SPAS – REMOVABLE PARTS

Removable parts should be cleaned and disinfected immediately after each service.

- Intake draws water from the basin into water pipes.

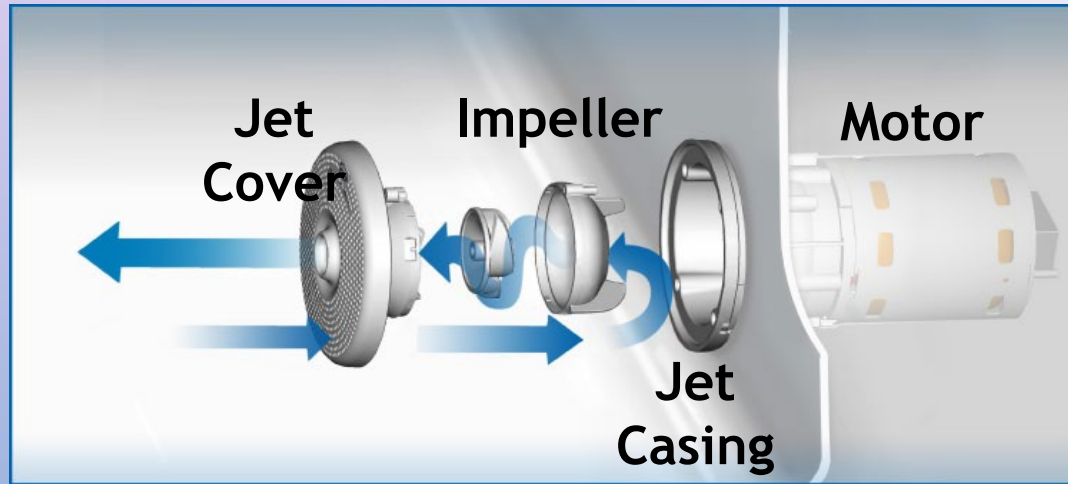


- Jets inject water into the basin from the water pipes.
- **Recirculating system allows water, dead skin and product to accumulate in the water pipes if not properly cleaned and then disinfected.**



PIPELESS PEDICURE CHAIRS – REMOVABLE PARTS

Removable parts should be cleaned and disinfected immediately after each service.



PIPELESS – MAGNETIC JET REMOVABLE PARTS

REMOVABLE PARTS SHOULD BE CLEANED AND DISINFECTED IMMEDIATELY AFTER EACH SERVICE.



Jet casing
attaches to
motor with a
magnet.



PIPELESS – FOOTPLATE STYLE - REMOVABLE PARTS

REMOVABLE PARTS SHOULD BE CLEANED AND DISINFECTED IMMEDIATELY AFTER EACH SERVICE.

Impeller



Impeller forces water through the front, back and bottom of the footplate.

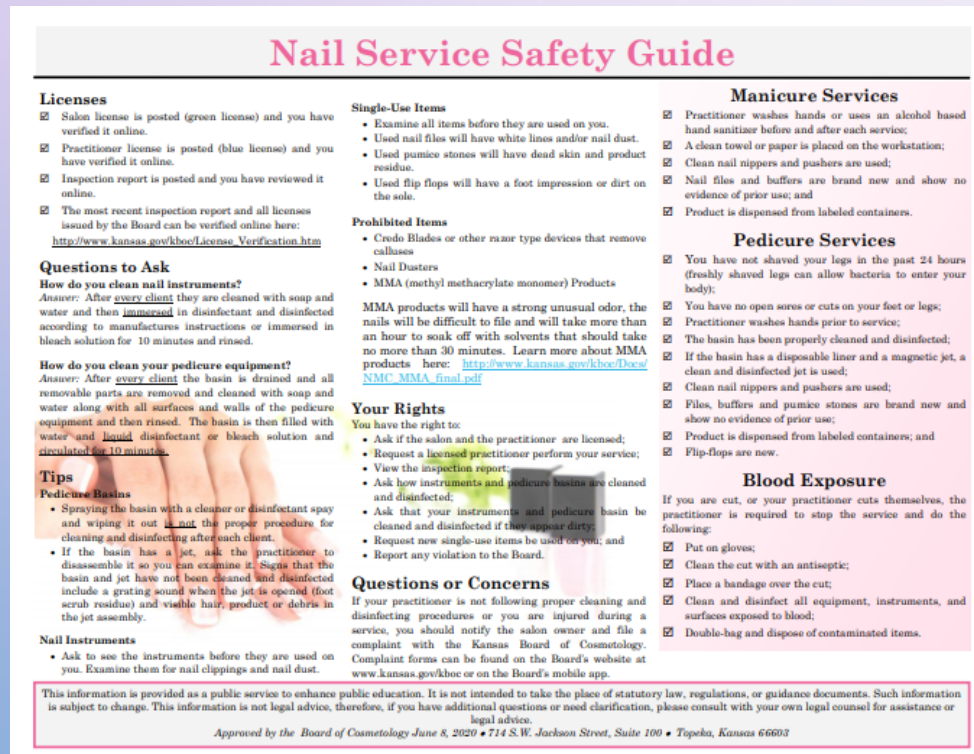
Impeller Cover twists off and impeller can be removed.

Footplates are removable.

REMINDERS

Pedicure liners should not be placed inside the pedicure basin until the client has arrived. These are single-use items and should be kept in a closed covered container until needed.

Pedicure chair removable parts such as magnet jets, impellers and drain plugs should be cleaned and disinfected prior to replacing on the equipment



Nail Service Safety Guide

Licenses

- Salon license is posted (green license) and you have verified it online.
- Practitioner license is posted (blue license) and you have verified it online.
- Inspection report is posted and you have reviewed it online.
- The most recent inspection report and all licenses issued by the Board can be verified online here: http://www.kansas.gov/kboc/License_Verification.htm

Questions to Ask

How do you clean nail instruments?
Answer: After every client they are cleaned with soap and water and then immersed in disinfectant and disinfected according to manufacturer's instructions or immersed in bleach solution for 10 minutes and rinsed.

How do you clean your pedicure equipment?
Answer: After every client the basin is drained and all removable parts are removed and cleaned with soap and water along with all surfaces and walls of the pedicure equipment and then rinsed. The basin is then filled with water and liquid disinfectant or bleach solution and circulated for 10 minutes.

Tips

Pedicure Basins

- Spraying the basin with a cleanser or disinfectant spray and wiping it out is not the proper procedure for cleaning and disinfecting after each client.
- If the basin has a jet, ask the practitioner to disassemble it so you can examine it. Signs that the basin and jet have not been cleaned and disinfected include a grating sound when the jet is opened (foot scrub residue) and visible hair product or debris in the jet assembly.

Nail Instruments

- Ask to see the instruments before they are used on you. Examine them for nail clippings and nail dust.

Single-Use Items

- Examine all items before they are used on you.
- Used nail files will have white lines and/or nail dust.
- Used pumice stones will have dead skin and product residue.
- Used flip flops will have a foot impression or dirt on the sole.

Prohibited Items

- Credo Blades or other razor type devices that remove calluses
- Nail Dusters
- MMA (methyl methacrylate monomer) Products

MMA products will have a strong unusual odor, the nails will be difficult to file and will take more than an hour to soak off with solvents that should take no more than 30 minutes. Learn more about MMA products here: http://www.kansas.gov/kboc/Docs/NMC_MMA_final.pdf

Your Rights

You have the right to:

- Ask if the salon and the practitioner are licensed;
- Request a licensed practitioner perform your service;
- View the inspection report;
- Ask how instruments and pedicure basins are cleaned and disinfected;
- Ask that your instruments and pedicure basin be cleaned and disinfected if they appear dirty;
- Request new single-use items be used on you; and
- Report any violation to the Board.

Questions or Concerns

If your practitioner is not following proper cleaning and disinfecting procedures or you are injured during a service, you should notify the salon owner and file a complaint with the Kansas Board of Cosmetology. Complaint forms can be found on the Board's website at www.kansas.gov/kboc or on the Board's mobile app.

Manicure Services

- Practitioner washes hands or uses an alcohol based hand sanitizer before and after each service;
- A clean towel or paper is placed on the workstation;
- Clean nail nippers and pushers are used;
- Nail files and buffers are brand new and show no evidence of prior use; and
- Product is dispensed from labeled containers.

Pedicure Services

- You have not shaved your legs in the past 24 hours (freshly shaved legs can allow bacteria to enter your body);
- You have no open sores or cuts on your feet or legs;
- Practitioner washes hands prior to service;
- The basin has been properly cleaned and disinfected;
- If the basin has a disposable liner and a magnetic jet, a clean and disinfected jet is used;
- Clean nail nippers and pushers are used;
- Files, buffers and pumice stones are brand new and show no evidence of prior use;
- Product is dispensed from labeled containers; and
- Flip-flops are new.

Blood Exposure

If you are cut, or your practitioner cuts themselves, the practitioner is required to stop the service and do the following:

- Put on gloves;
- Clean the cut with an antiseptic;
- Place a bandage over the cut;
- Clean and disinfect all equipment, instruments, and surfaces exposed to blood;
- Double-bag and dispose of contaminated items.

This information is provided as a public service to enhance public education. It is not intended to take the place of statutory law, regulations, or guidance documents. Such information is subject to change. This information is not legal advice, therefore, if you have additional questions or need clarification, please consult with your own legal counsel for assistance or legal advice.

Approved by the Board of Cosmetology June 8, 2020 • 714 S.W. Jackson Street, Suite 100 • Topeka, Kansas 66603

Click [here](#) to access the Nail Service Safety Guide available on the Board's consumer awareness page for more information on nail service safety.

COMPLIANCE RESOURCES

The Board provides several resources on the Board's website to help you stay in compliance 24/7

Resource Page: <https://www.kansas.gov/kboc/Resources.htm>

- Alphabetical listing
- Print your own Consumer Complaint Sign
- Print your own Infection Control Regulations
- Self inspection checklist
- Cosmetology Compliance Guidance
- Blood exposure video
- Lawbook Resources

License Verification Page: https://www.kansas.gov/kboc/License_Verification.htm

- Print the most recent establishment report
- Check you licensure
- Check your establishment licensure

COMPLIANCE RESOURCES

Renewal Options Page: <https://www.kansas.gov/kboc/Licenserenewaloptions.htm>

- Three different ways to renew your license!

KBOC Lawbook Mobile App – Apple and IOS

Statutes and Regulations Page: <https://www.kansas.gov/kboc/StatsandRegs.htm>

- Online Lawbooks
- Searchable PDF lawbooks

Board Meetings Page: <https://www.kansas.gov/kboc/BoardMeetings.htm>

- Board Meeting Dates
- Agendas and Minutes

Consumer Awareness Page: <https://www.kansas.gov/kboc/ConsumerAwareness.htm>

- Cosmetology Consumer Awareness Brochure
- Nail safety Guide

COMPLIANCE RESOURCES

Frequently Asked Questions Page (FAQs): <https://www.kansas.gov/kboc/FAQ.htm>

Board Guidance Document Page: <https://www.kansas.gov/kboc/GuidanceDocuments.htm>

- Fine schedule

Disciplinary Actions Page: <https://www.kansas.gov/kboc/DisciplinaryAction.htm>

- Disciplinary action reports
- Filing Complaints

Notices Page: <https://www.kansas.gov/kboc/Notices.htm>

Newsletters Page: <https://www.kansas.gov/kboc/Newsletters.htm>

Contact Us Page: <https://www.kansas.gov/kboc/ContactUs.htm>



QUESTIONS?

Email kboc@ks.gov

