

## ARTICLE 3. SANITARY AND EQUIPMENT REQUIREMENTS

### Rule 1. Sanitary and Equipment Requirements for Cosmetology Salons, Electrology Salons, Manicurist Salons, and Cosmetology Schools

#### 820 IAC 3-1-1 Scope

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 1. (a) This rule establishes sanitary and equipment requirements for cosmetology schools, cosmetology salons, electrology salons, manicurist salons, and mobile salons.

(b) Unless otherwise stated, all the requirements in this rule are applicable to cosmetology schools, cosmetology salons, and mobile salons. Mobile salons that are not self-contained facilities shall have adequate equipment to perform the services at the temporary location.

(c) Sections 8, 12, 13, 14, and 17 of this rule apply to electrology salons and mobile salons offering electrology services.

(d) Sections 8 and 15 through 17 of this rule apply to manicurist salons and mobile salons offering manicuring services. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-1; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1402, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 563; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA)*

#### 820 IAC 3-1-2 Water supply

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 2. (a) Hot and cold running water shall be supplied.

(b) The water supply required in subsection (a) shall be connected with a pressure supply whenever it is available. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-2; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1402, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA)*

#### 820 IAC 3-1-3 Sanitizers; disinfectants

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 3. (a) There must be at least:

(1) one (1) wet EPA registered bactericide, viricide, and fungicide disinfectant; and

(2) one (1) dry sanitizer;

on the premises.

(b) Each workstation must have at least:

(1) one (1) wet sanitizer or disinfectant; or

(2) one (1) dry sanitizer.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-3; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA)*

#### 820 IAC 3-1-4 Work stations; covered waste receptacle

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 4. (a) Cosmetology salons and self-contained mobile salons shall be supplied with at least one (1) covered waste receptacle for every four (4) workstations.

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(b) As used in subsection (a), workstations refers to booths and chairs, other than waiting room chairs. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-4; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

### **820 IAC 3-1-5 Floors; walls; furniture**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 5. Floors, walls, and furniture shall be kept clean and sanitary at all times. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-5; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

### **820 IAC 3-1-6 Disinfectants**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 6. (a) All implements, except those that come in contact with blood or body fluids, shall be disinfected by complete immersion in a bactericidal, viricidal, and fungicidal disinfectant that is mixed and used according to the manufacturer's directions.

(b) All implements that have come in contact with blood or body fluids shall be disinfected by complete immersion in an EPA registered bactericide, viricide, fungicide, and tuberculocidal disinfectant that is mixed and used according to the manufacturer's directions.

(c) Spills, except those that contain blood or body fluids, shall be disinfected by use of an EPA registered bactericidal, viricidal, and fungicidal disinfectant that is mixed and used according to the manufacturer's directions.

(d) Spills that do contain blood or body fluids shall be disinfected by use of an EPA registered bactericidal, viricidal, fungicidal, and tuberculocidal disinfectant that is mixed and used according to the manufacturer's directions. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-6; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA*)

### **820 IAC 3-1-7 Shampoo bowls, sinks**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 7. (a) A shampoo bowl or shampoo sink shall be used.

(b) A shampoo bowl may not be located in a restroom.

(c) The following shall be cleaned thoroughly and sanitized immediately after use:

(1) Shampoo bowls.

(2) Shampoo sinks.

(*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-7; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 563; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA*)

### **820 IAC 3-1-8 Clean hands; uniforms**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 8. (a) Each:

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- (1) cosmetologist;
- (2) electrologist;
- (3) manicurist;
- (4) esthetician; and
- (5) instructor or student in a cosmetology school;

shall wash his or her hands with soap and fresh water or waterless hand sanitizer before serving each customer.

(b) All:

- (1) cosmetologists;
- (2) electrologists; and
- (3) manicurists;

shall at all times, while serving customers, wear a clean, opaque, washable outer garment.

(c) All students in a cosmetology school shall at all times wear a clean, washable uniform of the color and style established by the cosmetology school for each course. The following are not acceptable elements of a uniform:

- (1) Sandals or other open footwear.
- (2) Shorts.
- (3) Denim jeans.
- (4) Skirts above the knee.
- (d) Student name badges shall be required as part of the uniform required by subsection (c).

(e) All cosmetology school instructors and student instructors shall wear a clean, washable outer garment and badge identifying the following:

- (1) The instructor's or student instructor's name.
- (2) The instructor as an instructor or student instructor.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-8; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 564; filed Dec 29, 1998, 10:54 a.m.: 22 IR 1488; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA)*

### **820 IAC 3-1-9 Combs, brushes, and towels**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 9. (a) Each cosmetologist, or student in a cosmetology school, shall be required to have an adequate supply of combs, brushes, and towels in order to service the needs of patrons.

- (b) An adequate supply under subsection (a) shall be not fewer than twelve (12) towels.
- (c) An adequate supply under subsection (a) shall be not fewer than eight (8) combs and three (3) brushes.
- (d) After each use on a customer, combs and brushes must be:
  - (1) thoroughly cleaned;
  - (2) completely immersed in an EPA registered bactericide, viricide, and fungicide disinfectant;
  - (3) rinsed in water and dried; and
  - (4) stored, until their next use, in a container that:
    - (A) is closed;
    - (B) is clean; and
    - (C) has nothing stored in it that has not been disinfected.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-9; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 564; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA)*

**820 IAC 3-1-10 Towels**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 10. (a) Clean towels shall be:

- (1) used for each customer; and
- (2) stored in a sanitary manner or in a clean and closed cabinet or drawer.

(b) Soiled towels shall be stored in a covered hamper. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-10; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA*)

**820 IAC 3-1-11 Hair capes, drapes, protective coverings**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 11. Whenever a hair cape or drape is used, a clean towel or other clean protection shall be placed around the customer's neck in such a manner to prevent the hair cape or drape from touching the skin. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-11; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1403, eff Apr 1, 1990; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA*)

**820 IAC 3-1-12 Electrology; cleanliness**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 12. (a) All instruments, needles, and tweezers used by an electrologist shall be sterilized prior to use on a customer.

(b) Sterilization required under subsection (a) shall be as follows:

- (1) Before putting into a sterilizer, needles/probes must be precleaned using a clean cotton ball moistened with a low residue detergent and cool water or a solution having at least seventy percent (70%) alcohol.
- (2) Precleaning of needles/probes may also be accomplished by cleaning in an ultrasonic cleaning unit used according to manufacturer's instructions.
- (3) After precleaning, needles/probes should be rinsed thoroughly and dried.
- (4) Sterilization must be accomplished by means of a dry heat sterilizer in which the instruments are heated to three hundred forty degrees Fahrenheit (340° F) for two (2) hours or by means of steam autoclave sterilizer in which the instruments are subjected to saturated steam at the pressure of fifteen (15) pounds per square inch for thirty (30) minutes at two hundred fifty degrees Fahrenheit (250° F).

(c) An electrologist or electrology student in a cosmetology school shall:

- (1) wash his or her hands in fresh water with germicidal soap immediately before serving each customer; and
  - (2) while serving customers, wear gloves which must be disposed after use during the service of one (1) customer.
- (d) The chair and table where a customer is receiving electrology services shall have clean coverings.

(e) There shall be a clean draping between the electrologist and the customer during an electrology session. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-12; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1404, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 564; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-1-13 Electrology; separate room**

Authority: IC 25-8-3-23

Affected: IC 25-8-7; IC 25-8-14

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Sec. 13. (a) Where electrology is provided, the cosmetology salon, self-contained mobile salon, or cosmetology school shall maintain a separate room for the practice that is used exclusively for electrology services.

(b) The room required under subsection (a) shall be surrounded by ceiling to floor walls and accessed only by closing doors. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-13; filed Feb 23, 1990, 5:00 p.m.: 13 IR 1404, eff Apr 1, 1990; filed Dec 3, 1991, 11:00 a.m.: 15 IR 565; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA)*

### **820 IAC 3-1-14 Electrology equipment; salons**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 14. (a) Electrology salons, cosmetology salons, or self-contained mobile salons practicing electrology shall have the following equipment:

- (1) At least one (1) sink or bowl with hot and cold running water.
  - (2) At least one (1) treatment table.
  - (3) At least one (1) treatment stool.
  - (4) At least one (1) lamp.
  - (5) At least one (1) closed cabinet for storage of clean linens.
  - (6) At least one (1) closed hamper for storage of soiled linens.
  - (7) At least one (1) covered waste receptacle.
  - (8) At least twelve (12) pairs of disposable rubber gloves.
  - (9) At least one (1) face mask.
  - (10) At least one (1) steam autoclave sterilizer or at least one (1) dry heat sterilizer.
  - (11) At least twelve (12) sterile needles.
  - (12) At least six (6) pairs of tweezers.
  - (13) At least one (1) epilator.
  - (14) At least twelve (12) clean coverings for chair and table where electrology is performed.
  - (15) At least twelve (12) clean drapings for securing between electrologist and customer during an electrology session.
  - (16) At least one (1) bottle for skin sanitizing agent.
  - (17) At least one (1) bottle of residue detergent or one (1) bottle of solution having at least seventy percent (70%) alcohol.
  - (18) At least one (1) covered container each for supplies such as cotton, lip rolls, etc.
- (b) Mobile salons that are not self-contained facilities shall have adequate equipment to perform the services at the temporary location.

(c) Regardless of the minimum requirements established in subsection (a), electrology salons, cosmetology salons practicing electrology, or self-contained mobile salons must have whatever equipment is needed to adequately serve their customers and otherwise comply with IC 25-8 and this title. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-14; filed Dec 3, 1991, 11:00 a.m.: 15 IR 565; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA)*

### **820 IAC 3-1-15 Manicurist; cleanliness**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 15. (a) All implements used by a manicurist, or manicurist student in a cosmetology school, shall be disinfected prior to use on a customer.

- (b) Disinfection procedures required under subsection (a) shall be as follows:
- (1) Before putting nonporous implements into a disinfectant, implements shall be precleaned using soap and fresh water.
  - (2) After cleaning, implements shall be rinsed thoroughly and dried.
  - (3) Nonporous implements shall be fully immersed in an EPA registered bactericide, viricide, and fungicide disinfectant for

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ten (10) minutes or according to manufacturer's instructions.

(4) All porous nail files must be cleaned and sprayed with alcohol or bleach.

(5) Any porous nail file that has come in contact with blood, bodily fluids, or unhealthy skin or nails must be thrown away.

(6) All metal electric file drill bits must be disinfected with an EPA registered bactericide, viricide, and fungicide disinfectant; at least seventy percent (70%) isopropyl alcohol; or ten percent (10%) bleach solution.

(7) All sandpaper electric file drill bits must be thrown away after one-time usage.

(c) A manicurist or manicurist student in a cosmetology school shall do the following:

(1) Wash hands with soap and fresh water or waterless hand sanitizer immediately before serving each customer.

(2) Assure that the table where a customer is receiving manicuring services has been cleaned.

(3) Use a clean towel for each customer.

(4) Manicure bowls and pedicure basins, tubs, and footbaths must be disinfected before serving each customer in the following manner:

(A) Remove all debris and wash the basin or tub.

(B) Spray the basin or tub with an EPA registered tuberculocidal bactericide, viricide, and fungicide disinfectant with contact of not less than ten (10) minutes or according to manufacturer's directions.

(5) Basins, tubs, or footbaths that circulate water (whirlpool tubs) must be disinfected after serving each customer in the following manner:

(A) Remove all debris and wash the basin, tub, or footbath.

(B) Fill with water and:

(i) an EPA registered tuberculocidal bactericide, viricide, and fungicide disinfectant; or

(ii) ten percent (10%) bleach solution.

(C) Circulate at least ten (10) minutes.

(D) Do not use alcohol.

(6) Filter covers of basins, tubs, or footbaths that circulate water (whirlpool tubs) must be removed and cleaned daily with:

(A) an EPA registered bactericide, viricide, and fungicide disinfectant; or

(B) bleach.

(7) Screens to filter debris on basins, tubs, or footbaths that circulate water (whirlpool tubs) must be removed and cleaned daily.

(8) Clean the hot mitten liners with soap and water after each use.

(9) Clean the manicure bowl with an EPA registered tuberculocidal bactericide, viricide, and fungicide disinfectant after each use.

(10) Use ventilation while using chemicals.

(d) Customers shall wash their hands with soap and water or waterless hand sanitizer before receiving manicure services.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-15; filed Dec 3, 1991, 11:00 a.m.: 15 IR 565; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; errata filed Apr 22, 2010, 12:08 p.m.: 20100505-IR-820080935ACA)*

### **820 IAC 3-1-16 Manicurist equipment; salons**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 16. (a) Manicurist salons, cosmetology salons, or self-contained mobile salons practicing manicuring shall have at least the following equipment:

(1) One (1) sink or bowl with hot and cold running water.

(2) One (1) manicuring table.

(3) Two (2) chairs.

(4) One (1) lamp.

(5) One (1) wet disinfectant.

(6) One (1) manicure bowl.

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- (7) One (1) dry sanitizer.
- (8) One (1) closed cabinet or drawer for storage of clean towels.
- (9) One (1) closed hamper for storage of soiled towels.
- (10) One (1) covered waste receptacle.
- (11) Twelve (12) towels.
- (12) One (1) pair of cuticle nippers.
- (13) One (1) pair of fingernail clippers.
- (14) One (1) pair of toenail clippers.
- (15) Six (6) nail files.
- (16) One (1) nail brush.
- (17) One (1) nail pusher.
- (18) If pedicure services are offered, one (1) pedicure basin, tub, or footbath.

(b) Mobile salons that are not self-contained facilities shall have adequate equipment to perform the services at the temporary location.

(c) Regardless of the minimum requirements established in subsection (a), manicuring salons, cosmetology salons, or self-contained mobile salons practicing manicuring must have whatever additional equipment is needed to adequately serve their customers and otherwise comply with IC 25-8 and this title.

(d) The use of razor devices to shave, reduce, or remove calluses or corns is prohibited. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-16; filed Dec 3, 1991, 11:00 a.m.: 15 IR 566; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

### **820 IAC 3-1-17 No pets; cosmetology schools, cosmetology salons, electrology salons, manicurist salons, esthetic salons, and self-contained mobile salons**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 17. (a) Cosmetology schools, cosmetology salons, electrology salons, esthetician salons, manicurist salons, and self-contained mobile salons are prohibited from allowing pets on the premises.

(b) In compliance with the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), animals classified as service animals under 28 CFR 36.104 are not prohibited from being on the premises.

(c) A person holding a cosmetology school or cosmetology salon license, electrology salon license, esthetician salon license, manicurist salon license, or a mobile salon license shall display a sign at the entrance of the salon, self-contained mobile salon, or school that states "no pets allowed". (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-17; filed Dec 3, 1991, 11:00 a.m.: 15 IR 566; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

### **820 IAC 3-1-18 Mobile salon application requirements**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 18. (a) Any person, firm, or corporation applying for a mobile salon license that intends to practice in a self-contained mobile salon shall file a verified application with the board to include the following:

- (1) Affirmation of compliance with applicable city, county, and state laws and ordinances, including fire and zoning.
- (2) Affirmation of a valid Indiana driver license issued to the person responsible for driving the mobile salon.
- (3) The permanent address of the physical location where records of appointments, license numbers of employees, and the vehicle identification number of the mobile salon that is self-contained are kept.
- (4) The required fee.

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(b) Any person, firm, or corporation applying for a mobile salon license that intends to practice without using a self-contained mobile salon shall file a verified application with the board to include the permanent physical address where records of appointments and license numbers of employees are kept.

(c) Mobile salons shall be inspected by the board prior to issuance of the license. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-18; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

### **820 IAC 3-1-19 Self-contained mobile salon requirements**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 19. (a) Each self-contained mobile salon shall be equipped with the following:

(1) A self-contained, portable water supply of at least one hundred (100) gallons in holding tanks with gauges indicating levels in the tanks and reserve capabilities. If the portable water supply is depleted, operation must cease until the supply is replenished.

(2) Continuous, on-demand hot water.

(3) At least one (1) state fire marshal approved fire extinguisher must be mounted in public view.

(b) A self-contained mobile salon shall:

(1) comply with all state, county, and local laws and ordinances; and

(2) follow the manufacturer's instructions when the mobile facility is stationary to ensure it is securely parked and stable.

(*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-19; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

### **820 IAC 3-1-20 Self-contained mobile salon safety and sanitation requirements**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 20. (a) A self-contained mobile salon shall be under the personal supervision of a person who has at least six (6) months experience as a licensed beauty culture professional.

(b) No person having charge of a self-contained mobile salon, whether as an owner or an employee, shall permit any room, or part thereof, in which:

(1) cosmetology;

(2) manicuring;

(3) esthetics;

(4) electrology; or

(5) barbering;

is practiced, to be used for residential purposes or for any other purpose that would tend to make the unit unsanitary, unsafe, or endanger the health and safety of the consumer.

(c) The:

(1) floors;

(2) carpeting;

(3) walls;

(4) ceiling;

(5) furniture;

(6) equipment; and

(7) contents;

of the self-contained mobile salon shall be kept clean and in good repair at all times.

(d) All storage cabinet doors must be secured by the use of spring struts or friction catches.

(e) All equipment must be securely anchored to the establishment.

(f) The self-contained mobile salon must be handicap accessible.



(g) No services may be performed while the self-contained mobile salon is in motion. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-1-20; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA*)

## **Rule 2. Sanitary and Equipment Requirements for Esthetic Salons and Cosmetology Schools Teaching Esthetics**

### **820 IAC 3-2-1 Scope**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 1. (a) This rule establishes sanitary and equipment requirements for the following:

- (1) Esthetic salons.
  - (2) Cosmetology salons where esthetic services are provided.
  - (3) Mobile salons where esthetic services are provided.
  - (4) Cosmetology schools teaching esthetics.
- (b) Unless otherwise stated, all the requirements in this rule are applicable to the following:
- (1) Esthetic salons.
  - (2) Cosmetology salons where esthetic services are provided.
  - (3) Mobile salons where esthetic services are provided.
  - (4) Cosmetology schools teaching esthetics.

(*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-1; filed Dec 3, 1991, 11:00 a.m.: 15 IR 566; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

### **820 IAC 3-2-2 Water supply**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 2. (a) Hot and cold running water shall be supplied.

(b) The water supply required in subsection (a) shall be connected with a pressure supply whenever it is available. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-2; filed Dec 3, 1991, 11:00 a.m.: 15 IR 566; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

### **820 IAC 3-2-3 Sterilizers**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 3. There must be:

- (1) at least one (1) operable cold sterilizer; and
- (2) at least one (1) of the following:
  - (A) One (1) operable steam autoclave sterilizer; or
  - (B) One (1) operable dry heat sterilizer;

on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-3; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-4 Work units; covered waste receptacle**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 4. (a) There shall be at least one (1) covered waste receptacle located in every work unit.

(b) As used in subsection (a), "work unit" refers to the following:

(1) Chairs and tables (other than waiting room chairs and tables).

(2) Booths.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-4; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

**820 IAC 3-2-5 Floors; walls; furniture**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 5. Floors, walls, and furniture shall be kept clean and sanitary at all times. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-5; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

**820 IAC 3-2-6 Facial bowls; facial sinks**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 6. (a) There shall be at least one (1) facial bowl or facial sink on the premises.

(b) Facial bowls and facial sinks shall be cleaned with an effective disinfectant and rinsed with warm water prior to using.

*(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-6; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

**820 IAC 3-2-7 Clean uniforms**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 7. (a) All estheticians shall at all times while serving customers wear a clean, washable outer garment.

(b) All esthetician students in a cosmetology school shall at all times wear a clean, washable uniform and style established by the cosmetology school.

(c) A student name badge shall be required as part of the uniform required by subsection (b). *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-7; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

**820 IAC 3-2-8 Towels; linens; headbands**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 8. (a) Clean towels, linens, and headbands shall be used for each customer.

(b) Clean towels, linens, and headbands shall be stored in a clean and closed cabinet or drawer.

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(c) Soiled towels, linens, and headbands shall be stored in a covered hamper. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-8; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

### **820 IAC 3-2-9 Esthetics; cleanliness**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 9. (a) All instruments, including:

- (1) forceps;
- (2) comedone extractors;
- (3) tweezers;
- (4) brushes; and
- (5) facial rollers;

used by an esthetician, or esthetics student in a cosmetology school, shall be sterilized prior to use on a customer.

(b) Sterilization required under subsection (a) shall be as follows:

(1) Instruments shall be:

- (A) washed in a low residue detergent and rinsed prior to sterilization; and
- (B) disinfected using an EPA registered bactericide, viricide, and fungicide disinfectant, used according to manufacturer's instructions.

(2) High frequency wands shall be cleaned using an EPA registered bactericide, viricide, and fungicide disinfectant, used according to manufacturer's instructions.

(3) Forceps, tweezers, and comedone extractors shall be sterilized using a steam autoclave or a dry heat sterilizer.

(4) All instruments, other than those instruments under subdivision (3), shall be sterilized or disinfected by means of:

- (A) an EPA registered bactericide, viricide, and fungicide disinfectant;
- (B) a steam autoclave using fifteen (15) pounds of pressure for thirty (30) minutes at two hundred fifty (250) degrees Fahrenheit or follow manufacturer's instructions; or
- (C) a dry heat sterilizer.

(5) Sterilization shall be accomplished by placing instruments in one (1) or both of the following:

- (A) A steam autoclave sterilizer in which the instruments are subjected to saturated steam of the pressure of fifteen (15) pounds per square inch for thirty (30) minutes at two hundred fifty (250) degrees Fahrenheit.
- (B) A dry heat sterilizer in which instruments are heated for two (2) hours at three hundred forty (340) degrees Fahrenheit.

(c) An esthetician, or esthetics student in a cosmetology school, shall do the following:

- (1) Wash his or her hands in fresh water with germicidal soap (antimicrobial) immediately before serving each customer.
- (2) When extracting blackheads, milia, or comedones, wear protective gloves, which must be disposed of after providing the service to a customer.
- (3) When waxing, wear protective gloves, which must be disposed of after providing the service to a customer, and use a new applicator for each application of wax.
- (d) The chair and table where a customer is receiving esthetician services shall have clean coverings.

(e) There shall be a secured draping between the esthetician or esthetics student in a cosmetology school and the customer during an esthetics session.

(f) All disposable items, including:

- (1) cotton swabs;
- (2) tissues;
- (3) tongue depressors;
- (4) spatulas;
- (5) cellulose sponges;

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- (6) plastic or saran wraps; and
- (7) gauze;

used by an esthetician or esthetics student in a cosmetology school shall be disposed of after serving a customer.

(g) An esthetician or an esthetics student in a cosmetology school shall dispense all products in a sanitary manner using:

- (1) spatulas;
- (2) pumps; or
- (3) other sanitary devices.

(h) Lancets used by an esthetician or an esthetics student in a cosmetology school shall be disposed of in a lancet safety device (waste container) after serving a customer. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-9; filed Dec 3, 1991, 11:00 a.m.: 15 IR 567; filed May 4, 2001, 11:16 a.m.: 24 IR 2684; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; errata filed Apr 22, 2010, 12:08 p.m.: 20100505-IR-820080935ACA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

### **820 IAC 3-2-10 Esthetics; separate room**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 10. (a) Cosmetology salons where esthetics services are provided, esthetic salons, and cosmetology schools where esthetics is provided shall maintain a separate room for the practice that is used exclusively for esthetic services.

(b) The room required under subsection (a) shall be:

- (1) surrounded by ceiling to floor walls; and
- (2) accessed only by doors that shall remain closed when esthetic services are being performed.

(c) This section does not apply to mobile salons. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-10; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

### **820 IAC 3-2-11 Facility treatment chair; hydraulic chair**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 11. There shall be at least one (1) facility treatment chair or hydraulic treatment chair on the premises. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-11; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

### **820 IAC 3-2-12 Utility table**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 12. (a) There shall be at least one (1) utility table for each facility treatment chair or hydraulic treatment chair on the premises.

(b) As an alternative to the requirement in subsection (a), one (1) continuous counter top may be used. *(State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-12; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA)*

**820 IAC 3-2-13 Esthetician's stool**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 13. There shall be at least one (1) esthetician stool on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-13; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-14 Hands free magnification lamp**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 14. There shall be at least one (1) hands free magnification lamp on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-14; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-15 Disinfectant**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 15. There shall be at least one (1) container of an EPA registered bactericide, viricide, and fungicide disinfectant on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-15; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-16 Towels, storage**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 16. (a) Clean towels shall be:

(1) used for each customer; and

(2) stored in a sanitary manner.

(b) Soiled towels shall be stored in a covered hamper. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-16; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Feb 12, 2010, 2:58 p.m.: 20100310-IR-820080935FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-17 Storage hamper**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 17. There shall be at least one (1) storage hamper for storage of soiled linens on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-17; filed Dec 3, 1991, 11:00 a.m.: 15 IR 568; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-18 Lancet safety device**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 18. There shall be at least one (1) lancet safety device (waste container) on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-18; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-19 Protective gloves**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 19. There shall be at least twelve (12) pair of protective gloves on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-19; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; filed May 4, 2001, 11:16 a.m.: 24 IR 2684; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-20 Spatulas; tongue depressors**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 20. There shall be at least twelve (12) spatulas or tongue depressors on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-20; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-21 Towels**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 21. There shall be at least twelve (12) towels on the premises. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-21; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-22 Draping**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 22. There shall be at least twelve (12) clean drapings on the premises for securing between esthetician and customer as required by section 9(e) of this rule. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-22; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

**820 IAC 3-2-23 Additional requirements**

Authority: IC 25-8-3-23

Affected: IC 25-8

Sec. 23. (a) Regardless of the minimum requirements established in sections 11 through 22 of this rule, esthetic salons,

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cosmetology salons, and self-contained mobile salons practicing esthetics must have whatever additional equipment is needed to adequately serve their customers and otherwise comply with IC 25-8 and this title.

(b) Mobile salons that are not self-contained facilities shall have adequate equipment to perform the services at the temporary location. (*State Board of Cosmetology and Barber Examiners; 820 IAC 3-2-23; filed Dec 3, 1991, 11:00 a.m.: 15 IR 569; readopted filed May 22, 2001, 9:56 a.m.: 24 IR 3236; readopted filed Jul 19, 2007, 1:01 p.m.: 20070808-IR-820070046RFA; filed Aug 30, 2012, 2:01 p.m.: 20120926-IR-820120064FRA; readopted filed Nov 25, 2013, 9:22 a.m.: 20131225-IR-820130286RFA*)

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