

Sanitation & Safety Guidelines

Why is sanitation and disinfection important?

1. Germs and infections can be spread from client to client and client to therapist in treatment rooms and spas if practitioners do not properly sanitize and disinfect their implements and equipment.
2. State rules require sanitizing and disinfecting of all implements and equipment used in spas services.
3. The following guidelines meet and exceed the requirements for Michigan. Our disinfecting product, UltraCare, meets and exceeds the requirements for all 50 states.

Please review your state sanitation and safety guidelines to insure you are meeting their requirements.

I. Definitions

Sanitizing: Provides a low level of protection. Wash with an anti-microbial soap and hot water or sprayed with an anti-microbial agent.

Bellanina Use: Clorox Wipes, UltraCare & Anti-microbial Cleanser

Procedure

1. Use a Bellanina sanitizing agent (follow product directions) to mist surfaces and product bottles/jars then wipe dry with paper towel.

Disinfecting: Eliminates most virucidal and bacterial, fungal spores. Hospital grade, EPA-registered disinfectant with demonstrated bactericidal, fungicidal and virucidal activity is required. Follow the manufacturer's instructions.

Bellanina Use: UltraCare (implements & equipment, etc.), Clorox (laundry).

Ultracare Cleaner Deodorizer Concentrate uses 2 ounces per gallon of water. The brushes may **NOT** stay in Ultracare longer than 10 minutes.

Procedure:

1. Wash bowls, product spatulas, facial brushes, and other implements that will be used in your treatment with soap and water and rinse thoroughly. Dry with a paper towel or sanitary cloth towel.
2. Immerse all washed items noted above in the disinfecting solution for a minimum of 10 minutes.
3. Remove items from solution with tongs or strainer basket that can be lifted out is acceptable (do not use bare hands). Rinse items and dry.
4. Place items in a closed container for storage if not being used immediately.
5. Change the chemical solution per the manufacturer's directions. (monthly or if solution becomes sedimented or cloudy)

Laundered: Eliminates most microorganisms, viruses, bacterial, fungal, spores, etc. by washing the items in an oil removing detergent, hot water, and disinfectant.

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Bellanina Use: Laundry detergent, Oxyclean powder and Clorox Bleach.

Procedure: Follow manufacturer directions *Linens must be laundered after each client.

II. General Room Upkeep and Safety

Treatment rooms need to be clean, safe, and sanitary at all times.

- Covered and lined trash baskets – dispose of temporary waste materials, including but not limited to: single use items, paper, tissues, etc. Trash **must** be emptied at the close of each day.
- Floors – sweep daily to remove the loose debris, dust, etc. from the environment.
- Electrical appliances – turn off or unplug at the end of the shift/day i.e. bed warmers, towel cabbies, etc.
- Electrical cords – keep out of the main pathway of the clients and staff.
- Fire extinguishers – know location of fire extinguisher in your spa and make sure they are tested yearly.
- Steam showers – spray the floors, walls, doors, railings, faucet, etc. with UltraCare or bathroom cleaner, wipe with wet cloth, rinse with water, and wipe dry with towel.
- Smooth, hard surfaces such as countertops, sinks, fixtures, equipment, treatment tables, etc. – spray with UltraCare to disinfect.
- Candles – tea lights: must be lit in glass containers, regular candles: must be kept on a non-flammable coaster. Make sure the candles are extinguished before leaving the room.

III. Implements/Equipment Cleaning Procedure

Single Use Items

Porous items made or constructed of cloth, wood or other absorbent materials having rough surfaces usually intended for single use.

- Dispose of after each use – items included but not limited to tissues, gauze pads, cotton balls, cotton swabs, cotton sponges, disposable gloves, disposable wipes, wooden applicators, facial sponges, lancets, fabric strips, orange sticks, and **porous nail files and buffing blocks contaminated by broken skin.**

Multi-Use (Non-cloth) Items

Items constructed of hard materials with smooth surfaces such as metal, glass, or plastic typically for use on more than one client.

- Manicure and pedicure items included but not limited to porous nail files and buffing blocks (not contaminated by broken skin),– must be disinfected after each use.

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- Skin care, waxing and other miscellaneous items included but not limited to tweezers, extractors, scissors, spatulas, combs and facial brushes – must be disinfected after each use.
- Neck wraps/eye pillows – cover with clean dry cloth or tissue between each client and launder or discard after each use.

IV. Linens

Linens – Treatment table, pillows and headrest must be covered with fresh, clean sheets, face cradles, or towels at the beginning of each treatment and between each client.

- Clean linens must be stored in a covered container prior to use.
- Pillows and extra blankets must be stored in a covered container prior to use.
- Soiled linens must be removed from the treatment room immediately following each service and kept in a covered hamper.

Multi-Use Cloth Items

Items constructed of fabric materials typically for use on more than one client.

- Launder and disinfect after each use – included but not limited to sheets, blankets*, facial gowns and exfoliating gloves.

* Blankets are placed on the massage table or facial bed with the sheet folded down at the head of the table so that when client's arms are outside of the sheet, their arms are laying on top of the folded down sheet. Following this procedure, blankets can be washed once a week.

V. Product Application

Product bottles and jars used in conjunction with your physical contact work must be disinfected daily.

- Massage oil and cream, skin care products, body treatment products, misc. products - disinfect after each use.
- Creams/semi-solid – use a disposable/disinfected spatula per use. Do not reuse any product that has been taken out of the container and touched with your hands.
- Oil/lotion – pump from bottle per use.

VI. Equipment:

Pedicure tubs (Cleaning between clients) For basic pedicure tubs without whirlpool jets and tubing

1. Drain the basin and remove any visible debris.
2. Scrub the bowl with a clean brush and UltraCare. Rinse and drain.

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3. Disinfect basin surfaces with UltraCare and follow manufacturer's instructions. Surfaces must remain wet with the disinfectant for 10 minutes or the contact time stated on the label.
4. Drain the basin, rinse with clean water and let air dry.
5. Use UltraCare.
6. Store portable tubs in covered container after they have been disinfected.

** For pedicure tubs with inner tubing/whirlpool jets follow your state guidelines.*

Paraffin tubs (Cleaning)

1. Unplug the unit. Remove the lid and grille. Allow the paraffin to solidify overnight.
2. After the paraffin is solid, plug the unit in for a few minutes, or just until the cake of paraffin loosens from the sides and bottom of the unit. Then unplug the unit. DO NOT leave an empty unit plugged in. To do so will cause the unit to get excessively hot, causing possible damage to the unit.
3. Press down firmly on one end of the paraffin, tipping the opposite end up. Then lift out the cake and place it on paper towels.
4. Blot up any remaining paraffin in the tank with paper towels. If any solidified paraffin remains inside or on the outside of the unit, soften carefully with a hair dryer and remove with a paper towel.
5. Wipe the inside and outside of the unit with UltraCare. Thoroughly wipe the unit dry.
6. Add the new paraffin wax.

Precautions and Hygiene:

- Thoroughly wash and dry the skin before applying paraffin.
- Follow all paraffin application instructions.
- Discard used paraffin. Do not remelt used paraffin.
- Except for personal units, use separate units for hands, feet and face.
- Always place the cover on the paraffin tub when it is not in use.
- Clean your paraffin bath once a month, when paraffin is cloudy, or when sediment accumulates on the bottom of the unit.

Rice Cooker/Crock Pot/Towel Cabi

- Sanitize daily by spraying with EPA approved disinfectant at the end of each day. Leave the door slightly open overnight to allow container to dry out.

VIII. Personal Hygiene

Therapists must maintain the following personal hygiene standards.

Hands and Feet

- Wash his or her hands immediately before and after serving each patron.

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- Ask permission to sanitize client feet before massaging them.
- Gloves should be worn in the presence of cuts or open wounds.
- Wash hands after touching the feet.
- Never touch the face without sanitizing hands first.

Grooming

- Fingernails must be kept as short as possible. (Long nails can injure a client and can collect germs that are hard to kill even with thorough washing).
- Hair should be clean and neat.
- Deodorant, mouthwash and especially flossing every day are considered essential elements of good grooming when working in close contact with clients.

Uniform or Attire

- Keep clothing clean and sanitary when services are being rendered.
- Wear only approved uniform attire.

Jewelry

- Never wear jewelry on your hands or wrists when working on someone's face.
- Jewelry collects bacteria and can be transferred to the mucous membranes of the facial area.

IX. General Safety / Health / Contra Indicators

A therapist should not perform services on a client if he or she has reason to believe the client has a contagious condition such as: head lice, nits, ringworm, warts, or skin damage such as: inflamed, infected, broken, raised or swollen skin or nail.