

HEALTH REGULATION AND LICENSING ADMINISTRATION
DIVISION OF COMMUNITY HYGIENE

Barber, Beauty, Braid Shop, Nail Salon, and Personal Grooming Inspection Checklist

Items stated on this checklist are based on Title 25-E DCMR: Barber, Cosmetology, and Personal Grooming Facilities Regulations

A. Licenses and Postings:

- Valid business license and certificate of occupancy posted
- Valid owner's and manager's licenses posted
- Valid individual operator's license
- Persons-in-charge / managers are present during all hours of operation



Dry Heat Sterilization Equipment

B. Required Trainings, Records, and Postings – Maintained on the premises:

- Records of purchased pre-sterilized implements, equipment within 90 days in chronological order
- Records of dry heat sterilization maintenance and calibration
- Personnel records and Service Contracts
- Reports of Infection or Allergic Reactions
- Standard Operating Procedures (SOPs) signed, dated, and not more than 1-year-old
- Biohazard and pathogen exposure OSHA*-based Training Certificates

C. Required Facility Equipment

- Medical-grade sharps container present (if applicable)
- Single-use and multi-use articles and equipment properly cleaned and stored
- Required articles and implements for dry heat sterilization for used with **Auto Clave**
- Separate waste bins for the proper storage of soiled waste (non-biohazard)
- Separate waste bins for the proper storage of soiled biohazard waste
- Separate waste bins for the proper and clean storage for non-disposable linens separated from soiled linens
- Commercial grade laundry machines maintained in good repair (if applicable)
- Dryers, folding tables, and other laundry equipment maintained in good repair

D. Facility Equipment, Structure, Maintenance, and Sanitation

- Adequate solid walls / partitions / private enclosures maintained in good repair
- Access for Entering and Exiting facility is easy and properly constructed and maintained
- Adequate hot water
- Shielded artificial lighting and lightbulbs
- Facility plumbing / electrical / HVAC maintained in good repair
- Self-closing exit doors and restroom doors
- Commercial general-purpose sinks, mop sinks, hand wash sinks, shampoo bowls, and other plumbing fixtures present maintained in good repair, and used for their intended purpose
- Restrooms are adequately stocked with required toiletries, and required hand washing signs are properly posted
- Facility's dumpster is properly constructed, maintained, and adequately serviced to eliminate / minimize rodents and other pests
- Facility's premise and grounds are maintained free of trash, debris, and unwanted items to eliminate / minimize rodents and other pests

E. Facility Operational Requirements – General Requirements

- Clean storage areas for custodial supplies
- Covered foot-operated receptacles with liners
- Adequate supply and use of EPA*-approved disinfectants in properly sized disinfectant containers
- Adequate supply of clean and laundered linens, hair capes, shampoo capes, neck strips with dispenser
- Hair dryers, hair dressing stands / small dressers with shelves and mirrors
- Facial / all-purpose chairs with head rests that are covered with head rest covers
- Closed and covered containers for all disinfected barbering, cosmetology, and personal grooming articles and implements
- Adequate supply of blood stopping agents such as styptic powder, powdered alum, and astringents with dispensers
- Waving fluid and lathering solution dispensers (if applicable)
- Adequate supply of single-use, multi-use, and reusable barbering, cosmetology, and personal grooming implements
- Bloodborne pathogen control kit

***Notes:**

EPA – US Environmental Protection Agency
OSHA – US Occupational Safety and Health Administration
NIOSH – National Institute for Occupational Safety and Health

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F. Specific Facility Operational Requirements – Nail Salons

- PPEs availability and use when handling chemicals, and buffering (NIOSH*-approved)
- Nail stations equipped with required ventilation systems
- Two sets of clean and sanitized manicurist instruments
- Manicure and pedicure bowls properly maintained and stocked with necessary supplies
- Record keeping for manicure and pedicure bowl cleaning and disinfection maintained on the premises

G. Specific Facility Operational Requirements – Electrology

- Clean and sterile, probes, forceps, tweezers
- Needle holder tips
- Clean lab coats / uniforms / aprons
- Records of required sterilizer biological testing maintained on the premises

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Division of Community Hygiene Resources



DC Health Resources



COVID-19 Vaccination Resources

****Please note: This checklist to only be used as a guidance tool and is not all inclusive of the current DC Barber and Cosmetology Regulations.***

Please refer to the District's Barber, Cosmetology and Personal Grooming Facilities Regulations published in [Title 25 - E](#) of the District of Columbia Municipal Regulations (DCMR) for all regulatory requirements.