

Cal/OSHA COVID-19 General Checklist for Hair Salons and Barbershops

July 2, 2020

This checklist is intended to help hair salons and barbershops implement their plan to prevent the spread of COVID-19 in the workplace and is supplemental to the [Guidance for Hair Salons and Barbershops](#). This checklist is a summary and contains shorthand for some parts of the guidance; familiarize yourself with the guidance before using this checklist.



Contents of Written Workplace Specific Plan

- ☐ The person(s) responsible for implementing the plan.
- ☐ A risk assessment and the measures that will be taken to prevent spread of the virus.
- ☐ Use of face coverings, in accordance with the [CDPH guidance](#).
- ☐ Training and communication with workers and worker representatives on the plan.
- ☐ A process to check for compliance and to document and correct deficiencies.
- ☐ A process to investigate COVID-cases, alert the local health department, and identify and isolate close workplace contacts of infected workers.
- ☐ Protocols for when the workplace has an outbreak, in accordance with [CDPH guidance](#).



Topics for Worker Training

- ☐ Information on [COVID-19](#), preventing spread, and who is especially vulnerable.
- ☐ Self-screening at home, including temperature and/or symptom checks using [CDC guidelines](#).
- ☐ The importance of not coming to work if employees have symptoms of COVID-19 as described by the CDC, such as a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, congestion or runny nose, nausea or vomiting, or diarrhea, or if they or someone they had contact with has been diagnosed with COVID-19.
- ☐ To return to work after a COVID-19 diagnosis only after 10 days since symptom onset and 72 hours of no fever.
- ☐ When to seek medical attention.
- ☐ The importance of hand washing.
- ☐ The importance of physical distancing, both at work and off work time.
- ☐ Proper use of face coverings, including information in the [CDPH guidance](#).

- ❑ Information on paid leave benefits, including the [Families First Coronavirus Response Act](#) and workers' compensation benefits under the Governor's [Executive Order N-62-20](#) while that Order is in effect.
- ❑ Train independent contractors, temporary, or contract workers in these items and ensure they have necessary PPE.



Individual Control Measures & Screening

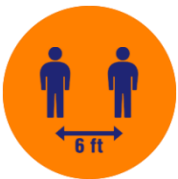
- ❑ Symptom screenings and/or temperature checks.
- ❑ Encourage workers who are sick or exhibiting symptoms of COVID-19 to stay home.
- ❑ Screen customers on arrival and reschedule those who indicate signs of illness.
- ❑ Encourage frequent handwashing and use of hand sanitizer.
- ❑ Provide and ensure workers use all necessary PPE, including eye protection, face shields, and protective gloves.
- ❑ Provide disposable gloves to workers for services that require them, such as chemical hair services. Consider gloves a supplement to frequent hand washing for other cleaning, tasks such as handling commonly touched items or conducting symptom screening.
- ❑ Provide and require clean face covers for workers and customers when providing haircutting and other close contact hair services.
- ❑ Consider glasses, goggles, or face shields in addition to face coverings when providing services, particularly face-to-face encounters.
- ❑ Contact customers before visits and ask if they or someone in their household has COVID-19 symptoms, and if so, reschedule. Ask customers to use their own face coverings and come with freshly cleaned hair. Ask customers not to bring children or others with them.
- ❑ Display guidelines for customers to wear face coverings, use hand sanitizer, and maintain physical distancing, and make them available digitally.



Cleaning and Disinfecting Protocols

- ❑ Coordinate with coworkers, fellow tenants, and booth renters to perform thorough cleaning in high traffic areas.
- ❑ Frequently disinfect commonly used surfaces.
- ❑ Encourage use of credit cards and contactless payment, or have customers use exact cash or check.
- ❑ Ensure all water systems are safe to use to minimize risk of Legionnaires' disease.
- ❑ Remove amenities, such as magazines, from reception areas.
- ❑ Thoroughly clean display areas. Remove and discard any "test" products.
- ❑ Equip reception areas and workstations with proper sanitation products, including hand sanitizer and sanitizing wipes and ensure availability.
- ❑ Ensure that sanitary facilities stay operational and stocked at all times.
- ❑ Clean workstations, equipment, and tools between each customer appointment.

- ☐ Use paper covers, sheets, or clean towels and dispose of or clean between customers.
- ☐ Immediately throw away single-use items, such as disposable neck strips. Never use product samples.
- ☐ Place dirty linens in closed containers after each customer, for proper laundering.
- ☐ Clean floors using a vacuum with HEPA filter or other methods that do not disperse pathogens into the air.
- ☐ Use products approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and train workers on chemical hazards, product instructions, ventilation requirements, Cal/OSHA requirements, and the CDPH [asthma-safer cleaning methods](#).
- ☐ Provide time for workers to implement cleaning practices during shifts as part of the workers' job duties.
- ☐ Install hands-free devices if possible.
- ☐ Consider upgrades to improve air filtration and ventilation.



Physical Distancing Guidelines

- ☐ Implement measures to physically separate workers by at least six feet using measures such as physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate to where workers should stand).
- ☐ Use Plexiglas or other barriers where physical distancing cannot be maintained.
- ☐ Stagger appointments and suspend walk-ins.
- ☐ Consider offering workers who request modified duties options that minimize their contact with customers and other employees.
- ☐ Implement virtual check-in technology and have customers wait outside.
- ☐ Prop doors open if they do not open and close automatically.
- ☐ Avoid handshakes, hugs, or similar greetings that break physical distance.
- ☐ Close break rooms and provide alternative where physical distancing can be practiced, such as outdoor break areas.
- ☐ Adjust any staff meetings to ensure physical distancing and use phone or webinars if possible.

