

## The Policies and Procedures

### Sanitation, Disinfection and Sterilization

#### in Nova Scotia



When it comes to these policies as a Licensed Master, Estheticians I have to follow the Cosmetology Act & Cosmetology Association of Nova Scotia by-laws and Guidelines. These Guidelines are in the **Salon & Spa Handbook** that has been created to provide further information to the public, cosmetologists and salons/spas to ensure safe practise in Nova Scotia.

When it comes to Sanitation, Disinfection and Sterilization are of the utmost importance. Taking care of my clients' health is extremely important to me. I feel obligated to educate my clients so they know that I have the highest standards when it comes to the cleanliness of my work. To do this I would like to educate my clients to follow the standards when it comes to sanitation, disinfection and sterilization.

*But First I would like to explain what these procedures are:*

**Sanitation-** to wash with soap and water to remove dirt and debris and to reduce the levels of microorganisms to a safe, acceptable level. Before implements or equipment can be disinfected, they must first be sanitized.

**Disinfection** - the use of a chemical procedure that eliminates virtually all recognized pathogenic microorganisms but not necessarily all microbial forms (e.g., endospores). (Microorganisms are living organisms — good and bad — that are invisible to the naked eye.)

**All implements and equipment used on clients must be disinfected before use.**

- **When it comes to Disinfection Products they are different Levels of Disinfection**

**High-Level Disinfection (HLD)** - meaning the product is capable of killing vegetative bacteria, Mycobacteria, Mycobacterium tuberculosis, fungi, and enveloped (lipids) and non-enveloped (non-lipid) viruses.

**Product Must State- "High Level Disinfection"**

**Intermediate-Level Disinfection (ILD)**- meaning the product is capable of killing vegetative bacterial, Mycobacteria, Mycobacterium tuberculosis, **most fungi**, and enveloped (lipids) and non-enveloped (non-lipid) viruses.

**Product Must Have** - an efficacy claim stating mycobacterium or tuberculocide.

**Low-Level Disinfection (LLD)**- meaning the product is capable of killing most vegetative bacteria, some fungi, enveloped (lipid) viruses and some non-envelope (non-lipid) viruses

**Product Must Have** a general disinfectant claim, including Salmonella, Pseudomonas and Staphylococcus.

**Sterilization** - the use of a physical or chemical procedure to destroy all microbial life, including highly resistant bacterial endospores. (Endospores are thick-walled bodies formed within the vegetative cells of certain bacteria. They are able to withstand adverse environmental conditions for prolonged periods.)

Now that I have shared with you the different Procedures I would like to explain the classification in the Guidelines for Estheticians in Nova Scotia.

**To make this more confusing Implements and Equipment come into 3 different Classification**

- 1. Critical
- 2. Semi- Critical
- 3. Non- Critical

**Different implements, and equipment require different treatments (Procedures) to be considered “Clean “ and the required treatments depend on the classification.**

**Let’s see if i can simplify this for you:**

Implements Classification & Examples	Procedure	Treatments
<p><b>Critical</b> - any implement/ equipment that punctures the skin, contacts the punctures site or sterilized instrument that have been in the area.</p>	<p><b>Sanitize</b>-Remove dirt and debris with antimicrobial Soap</p> <p><b>Disinfect</b> with high level disinfection</p> <p><b>Sterilization</b>- Autoclave</p>	<p><b>Sterilization (AUTOCLAVE)</b></p> <p>1.Place Sanitize implements in autoclave pouches with long sterilized tongs.</p> <p>2. Preheat and place implements in 15 to 20 minutes.</p>

<p><b>Semi- Critical</b> -any Implements / equipment that contact non- intact skin or mucous membrane,( but that ordinarily they do not puncture) <b>examples:</b> - Nail Clippers - Cuticle Nippers - Cuticle Pusher - Metal Nail Files - Footlogic Rasp - Drill bits</p>	<p><b>Sanitize</b>-Remove dirt and debris with antimicrobial Soap</p> <p><b>Disinfect</b> with High level disinfection (Prevention HLD8)</p>	<p><b>High- level Disinfection (HLD)</b> ( Prevention HLD8) After being Sanitized place implements in a covered stainless steel container, make sure the solution immerses and covers all implements/ equipment and is in the solution for a solid 8 mins.</p>
<p><b>Non- Critical ( Two Options)</b></p> <p><b>1. Intermediate level Disinfection</b> Implements or equipment that during a routine use only contact intact skin but may accidentally contact non intact skin, blood or body fluid</p> <p><b>Example :</b> Manicure and Pedicure Bowls.</p> <p><b>2. Low level Disinfection,</b> Implements or equipment that does not directly touch the clients, or that only contacts intact skin.</p> <p><b>Example:</b> Treatment beds Worktables Neck and arm rests Tabletops Counters Manicure trays UV- light cabinets .</p>	<p><b>Sanitize</b>- all Surfaces ( wash with Antimicrobial soap) to remove dirt and debris.</p> <p><b>Disinfect I will be using depends on the Surface area.</b></p> <p><b>Disinfect</b> with Intermediate level disinfection.(BioMERS)</p> <p style="text-align: center;"><b>Or</b></p> <p><b>Disinfect</b> with a Low level disinfection (BioTEXT)</p>	<p><b>Intermediate Level Disinfection ( ILD)</b> Use (BioMARS) solution and let it sit for 1 mins. Then rinse with water and dry with a disposable paper towel. Place in a Sanitized covered container. Reduces any contamination.</p> <p>( BioMERS) is an immersion bath ideal for most instruments, equipment. BioMERS can achieve this benchmark in just one minute. BioMERS contains no glutaraldehyde or acids and is safe for professionals and patients.</p> <p style="text-align: center;"><b>Or</b></p> <p><b>Low level Disinfection (LLD)</b> Use (BioTEXT)spray or wipes and let it set for 3 mins. Then rinse with water and dry with a disposable paper towel.</p> <p>BioTEXT spray is the only clinical disinfectant specifically designed for use on delicate surfaces. It is proven to kill benchmark organisms on naugahyde, leather, vinyl and rubber surfaces. Ideal for tubing, fabrics, carpets, touch screens and soft plastic surfaces such as keyboards.</p>

## **The Material and Product I use for these Procedures are:**

**Sanitization** : **Material-** Scrub Brush

**Product-** Antimicrobial Soap

**Disinfection:** **Material-** Sanitized stainless Steel Container with lid for implements. Paper Towel

**Product-** **High Level Disinfectant**

**(Prevention HLD8)- effective in 8 mins.**

**Product-** **Intermediate Level Disinfectant**

**(BioMARS) ( Ready to use) -effective in one min.**

**Product - Low level Disinfectant**

**(BioTEXT)( Ready to use Spray and Wipes)- effective in 3 mins.**

**Sterilization:** **Material-** Sterilization Pouches

Long Stainless Steel Tongs

**Machine - Ultrasonic Cleaner & Autoclave,**

## Tip2Toe Spa Protocols.

Below, included a checklist of how I will follow protocols and safety during your services and procedures. First I would like to inform you on my Initial protocols.

### Prior to Appointment

You will receive a call the night before to ask you a series of questions.

- These questions are guidelines we are to put in place from our association .From the informations gathered we will then go over the procedure of the protocols in place .

### Appointment Day

1. Please Arrive on Time for your appointment !!!
2. Please wait in your car until I wave you in or call you.
3. Please put a mask on prior to entering the building.

**-It is Mandatory that we both wear a mask while services are being provided.**

4. I will provide you with a bag to put all your belongings in.

### Setup

We will take time to have a quick discussion about a setup for the service I will be providing. In this discussion I will be talking about :

- Take steps to minimize your exposure to odors, vapors, and filing dust in the spa area. (These steps include using covered waste cans, keeping products tightly covered, and taking out only enough product to be used on each service.) Ensuring we are both in good ventilated and lighted areas.
- Place a disposable Plastic Tablecloth over the area where I will be working to help reduce the amount of debris in the work area. ( Throw away after each use.)
- Display my Licence and Permits and Manufacture Cleaning protocol of each disinfection I will be using and that it be used appropriately and according to manufacturer's instructions.( Taking time to demonstrate and educate my clients.)
- Use only quality, professional-grade, legal, and safe products.
- Have Clean Sanitized Towels in a covered area until use.
- Keep Material Safety Data Sheets (MSDS) on all the products I use.
- No matter what type of service I am providing , always follow the proper safety and Sanitation , Disinfection and Sterilization procedures. You can find this outlined in the Salon and Spa Compliance Handbook provided by the Cosmetology Association of Nova Scotia .
- Follow the Occupational Health and Safety Act.
- Keep a log of your cleaning schedule, and make it available for my clients to see if they ask.

- Wash my hands and have my clients do the same prior to the service.
- Going over the Footlogic Assessment and Evaluation of the feet and discussing any concerns.
- Now I will explain my sanitation procedures then the disinfection and finally sterilization for each service and each Area ( Equipment , Implements and then Surfaces) First it is the Pedicure there are specific instructions for :

**-Cleaning after every client,**

**-At the end of the day,**

**-Once a week.**

### **Cleaning and Disinfecting Pedicure Equipment**

These are recommended procedures for cleaning and disinfecting all types of pedicure equipment, including non-whirlpool basins, sinks, bowls and tubs. In all cases described below, I recommend using registered hospital liquid disinfectant that the label claims is a bactericide, virucide and fungicide. Record the time each cleaning procedure is performed in the spa pedicure cleaning log.

#### **Non-whirlpool foot basins or tubs**

This includes basins, tubs, footbaths, sinks and bowls – all non-electrical equipment that holds water for a client's feet during a pedicure service.

#### **After every client:**

1. Drain all water from the foot basin or tub.
2. **Sanitation** - Clean all inside surfaces of the foot basin or tub to remove all visible residue with a clean, disinfected brush and liquid soap and water.
3. Rinse the basin or tub with clean water.
4. Disinfect with Prevention™ HLD8 Solution
5. Drain, rinse and wipe dry with a clean paper towel.

#### **At the end of every day:**

1. Drain all water from the foot basin or tub.
2. Clean all inside surfaces of the foot basin or tub to remove all visible residue with a brush and liquid soap and water.
3. Fill the basin or tub with water and the correct amount (read the label for mixing instructions) registered hospital disinfectant. Leave this disinfecting solution in the basin for the correct amount of time.
4. Drain, rinse and wipe dry with a clean paper towel.

**Once a week:**

**Solution Testing** -Use Prevention™ HLD8 Solution Test Strip. This is a high level disinfectant concentration monitor dedicated for use with Prevention™ HLD8 High Level Disinfectant. The purpose of the Prevention™ HLD8 Solution Test Strip is to determine whether the concentration of hydrogen peroxide, the active ingredient in Prevention™ HLD8 High Level Disinfectant, is above the minimum recommended concentration (MRC) of 1.5%.

2. Keep a Solution Log Chart and Record the Data.

**Cleaning and Disinfecting Pedicure Implements**

**After every client:**

**Sanitation** - remove all visible residue with a clean, disinfected brush and liquid soap and water.

Rinse Implements with water and dry

**Disinfect** - Fully immerse tools in Prevention HLD8 for 8 mins.

Rinse tools with water and let dry.

Wipe dry with a clean paper towel . (Store Them in a UV light box until I go home)

Use a new Sterilized Pouch of implements for the next client .( I have 5 Sets )

**At the end of every day:**

1.Take Disinfected Implements from UV box they have been stored in and place them in a ultrasonic Cleaner Machine for 8 to 10 mins making sure they are good and clean.

**2.Sterlization-** Use tongs to place implements in sterilization pouches. Autoclave them for 15-20 min .

**Once a week:**

**1.Spore Testing** For Steam Sterilizers ( Autoclave) - Next Day Result Micrylium offers next-day results with spore testing of sterilizers. This biological testing is now mandatory in dentistry and is recommended on a weekly basis. Micrylium gives results faster with the option of direct email reports so that your infection control processes are not delayed or disrupted

-Keep a Spore Testing and Log Chart and Record the Data.

**2.Solution Testing** -Use Prevention™ HLD8 Solution Test Strip. This is a high level disinfectant concentration monitor dedicated for use with Prevention™ HLD8 High Level Disinfectant. The purpose of the Prevention™ HLD8 Solution Test Strip is to determine whether the concentration of hydrogen peroxide, the active ingredient in Prevention™ HLD8 High Level Disinfectant, is above the minimum recommended concentration (MRC) of 1.5%.

2. Keep a Solution Log Chart and Record the Data.

## **Cleaning and Disinfection of all Surfaces**

### **After every client:**

**Sanitation** - remove all visible residue with a clean, disinfected brush and liquid soap and water.

**Disinfect** -with BioTEXT or BioMARS

-if you are using the biomars the time is 1 min immersed and then rinse

- if you are using BioTEXT it is a 3 mins one step process.