

ATTACHMENT 4  
PERSONAL SERVICES

**A. Capacity Requirements.**

1. Services shall be provided by appointment only.
2. Services shall be scheduled with at least 15 minutes between appointments to allow time for proper disinfecting of the area.
3. Customers waiting for appointment should be encouraged to wait outside and practice social distancing. Social distancing requirements do not apply to members of the same household.

**B. Sanitation and Safety Requirements.**

1. If there are partitions or walls that are solid (such as plexiglass, metal, or other solid non-fabric material) between each chair/workstation, then each chair/workstation can be used at any given time. Partitions must be thoroughly sanitized between each customer.
2. If there are no partitions or walls between each chair/workstation, the business must only use every other chair/workstation, or otherwise arrange seating, such that there is at least 6 feet separation between chairs/workstations to achieve social distancing.
3. Personal service employees must wear facial coverings. Customers or clients must wear facial coverings to the full extent practicable for the service required.
4. Personal service employees must wash their hands immediately before performing a service and must wash their hands before performing a service for the next customer or client.
5. Businesses must remove all books, magazines, and any shared material for customers.
6. Ensure thorough workstation and equipment disinfection after each customer (i.e. sanitize all equipment, instruments, capes, smocks, linens, chairs and work area); alternatively, utilize single-use or disposable items.
7. Implement enhanced sanitation of commonly touched surfaces and equipment as frequently as necessary using CDC recommended sanitizers and disinfecting protocols.

8. Discard any single-use or disposable tools (e.g., files, buffers, neck strips) immediately after use on a single customer.
9. Encourage touchless payment methods where possible.
10. Hand sanitizers must be placed at the entrance, and customers must be informed that they must sanitize their hands upon entering.
11. Do not allow self-serve products (e.g., “testers”); consider limiting customer contact with retail products before purchase.
12. Daily deep cleaning and sanitation to be completed frequently for high-touch areas. Areas such as salon chairs, manicure UV machines, nail drying stations, etc. are to be cleaned after each client use.
13. Use appropriate temperatures for washers and dryers to ensure thorough sanitation of towels, linens, capes, smocks, etc.