

Katie Hobbs  
Governor

Frank L. Migali  
Executive Director

## R4-10-111. Display of Licenses and Signs

**A.** An establishment or school licensee shall ensure the name on the establishment's or school's sign, advertising, and publications is the same as the name on the license to operate the establishment or school issued by the Board. The establishment's or school's sign shall be prominently posted in view of the public.

**B.** A school licensee shall:

1. Display the licenses of the school licensee and all instructors near the school entrance, visible to the public; and
2. Ensure that if "accredited," "approved," or a similar term appears in the school catalog, publication, or advertisement, the name of the accrediting or approving organization is provided.

**C.** An establishment licensee shall:

1. Prominently post the license of the establishment licensee in view of the public, and
2. Ensure that the personal license or registration of each licensee or registrant performing services in the establishment is posted at the licensee's or registrant's workstation.

**D.** A licensee or registrant performing mobile services shall prominently display, in view of the public and in the area where mobile services are provided:

1. A duplicate of the licensee's or registrant's personal license or registration, and
2. A duplicate of the Board-issued license to operate an establishment.

**E.** A copy of R4-10-112 shall be prominently posted in each establishment and school.

**F.** If applicable, an establishment licensee shall prominently post a sign, in view of the public, that reads: "These services are not regulated by the Arizona Barbering and Cosmetology Board" and include a list of services provided but not regulated.

**G.** Display of barber pole.

1. Under A.R.S. § 32-355(A)(4), it is unlawful to display a sign or advertise as being engaged in the practice or business of barbering without being licensed under A.R.S. Title 32, Chapter 3, and this Chapter.
2. The Board has trademarked through the Office of the Secretary of State the barber pole as a sign of the barbering business.
3. A business shall not display a barber pole unless a barber licensed under A.R.S. Title 32, Chapter 3, and this Chapter is available to provide barbering services during the business hours the barber pole is displayed.

### Historical Note

Adopted effective April 9, 1996 (Supp. 96-2).  
Former Section R4-10-111 renumbered to Section R4-10-114; new Section R4-10-111 renumbered from R4-10-108 by final rulemaking at 5 A.A.R. 1791, effective May 18, 1999 (Supp. 99-2). Amended by final rulemaking at 12 A.A.R. 807, effective April 8, 2006 (Supp. 06-1). Amended by final rulemaking at 26 A.A.R. 3123, effective January 31, 2021 (Supp. 20-4). Amended by final rulemaking at 30 A.A.R. 527 (March 29, 2024), effective May 6, 2024 (Supp. 24-1).

## R4-10-112. Infection Control and Safety Standards

**A.** The holder of an establishment or school license issued under A.R.S. Title 32, Chapter 3 or 5, and this Chapter, shall ensure the establishment or school has and maintains the following minimum equipment and supplies:

1. Non-leaking, solid-side waste receptacles with liners, which are emptied, cleaned, and disinfected daily;
2. Ventilated, covered, containers for soiled linens including towels and capes;
3. Covered, clean containers or cabinets to hold clean linens including towels and capes;
4. Covered, wet disinfectant container that:

- a. Is set up with disinfectant solution at all times the establishment or school is open, and
- b. Is changed as determined by the manufacturer's instructions or when visibly cloudy or contaminated; and
- 5. An EPA-registered bactericidal, virucidal, or fungicidal, disinfectant effective against HIV and human hepatitis B virus, which shall be mixed and used according to manufacturer's directions on all tools, instruments, and equipment.

**B.** Procedure for disinfecting non-electrical equipment. A licensee, registrant, or student shall disinfect non-electrical equipment by:

- 1. Cleaning with soap or detergent and warm water, rinsing with clean water, and patting dry; and
- 2. Totally immersing in the wet disinfectant required under subsection (A)(5) following manufacturer's recommended directions.

**C.** Procedure for storing tools and instruments.

A licensee, registrant, or student shall:

- 1. Place a tool or instrument that has been used on a client or soiled in any manner in a covered receptacle that is labeled "dirty"; and
- 2. Place a disinfected instrument in a disinfected, dry, covered container that is labeled "ready to use" and isolate the disinfected instrument from contaminants.

**D.** Procedure for disinfecting electrical equipment, which shall be in good repair, before each use. A licensee, registrant, or student shall disinfect electrical equipment by:

- 1. Removing all foreign matter from the equipment;
- 2. Cleaning and spraying or wiping with an EPA-registered bactericidal, virucidal, or fungicidal disinfectant, compatible with electrical equipment, as required in subsection (A)(5), ensuring the electrical equipment is in contact with the disinfectant for the time specified on the disinfectant label;
- 3. Storing the disinfected electrical equipment in a clean place separated from cords for the electrical equipment; and
- 4. If the electrical equipment has removable parts, disinfecting the removed parts as described in subsection (B).

**E.** Tools, instruments, and supplies. A licensee, registrant, or student shall:

- 1. Dispose of all tools, instruments, or supplies that come into direct contact with a client and

cannot be disinfected (for example, cotton pads, sponges, porous emery boards, and neck strips) by placing them in a waste receptacle immediately after use;

- 2. Not store or carry disinfected tools and instruments in a leather or cloth pouch or pocket;
- 3. Dispose of a sharp tool or instrument by sealing the tool or instrument in a rigid, puncture-proof container and disposing in a manner that keeps licensees, registrants, students, clients, and sanitation workers safe;
- 4. Not place clips or other tools and instruments in the mouth, pocket, or other holder that cannot be cleaned and disinfected;
- 5. Sharpen pencil cosmetics before each use and clean and disinfect the sharpener after each use; and
- 6. A client's personal tools and instruments that are brought into and used in the establishment shall comply with these rules.

**F.** If there is exposure to blood or other body fluids during a service, a licensee, registrant, or student shall stop the service and:

- 1. If the wound is on the licensee's, registrant's or student's hand, the licensee, registrant, or student shall:
  - a. Clean the wound with an antiseptic solution;
  - b. Cover the wound with a sterile bandage; and
  - c. Cover the wounded area with a glove or finger cover;
- 2. Discard all blood-stained tissue or cotton or other blood-contaminated material;
- 3. Disinfect all equipment, tools, and instruments that came in contact with blood or other body fluids as discussed in subsections (A)(5) and (B); and
- 4. Disinfect electrical equipment as discussed in subsection (D).

**G.** An establishment or school licensee shall ensure all circulating and non-circulating tubs or spas are cleaned as follows:

- 1. After each client or service, complete the following:
  - a. Drain the tub; and
  - b. Remove and discard a used tub liner and replace the used tub liner with a new, unused tub liner; or
  - c. Clean the tub according to manufacturer's instructions, taking special care to remove all film, especially at the water line, rinse the tub and fill with disinfectant listed in subsection (A)(5), and allow the disinfectant to stand or

circulate for the time specified in the manufacturer's instructions.

2. At the end of the day, complete all of the following:
  - a. Drain the tub;
  - b. Remove all filters, screens, drains, jets, and other removable parts;
  - c. Scrub all removed parts with a brush and soap or detergent until free from debris;
  - d. Rinse the removed parts;
  - e. Completely immerse the removed parts in the disinfectant listed under subsection (A)(5);
  - f. Rinse the tub;
  - g. Replace the disinfected parts;
  - h. Fill the tub with clean water and the amount of disinfectant proper for the volume of water;
  - i. Circulate the water and disinfectant for the full contact time listed on the manufacturer's label. If the tub does not have jets, allow the water and disinfectant to stand for the full contact time listed on the manufacturer's label; and
  - j. Drain the tub.

**H. Personal cleanliness.** A licensee, registrant, or student shall:

1. Thoroughly wash his or her hands with soap and warm water or any equally effective hand sanitizer immediately before providing services to each client, before checking a student's work on a client, or after smoking, eating, or using the restroom;
2. Wash a client's skin on which services will be performed with soap and warm water or wipe the skin with waterless hand sanitizer approved for use on skin before a nail technology service, including a pedicure service, is provided; and
3. Wear clean, fluid-proof, single-use, protective gloves while performing any service if any bodily discharge is present from the licensee, registrant, student, or client or if any discharge is likely to occur from the client because of services being performed. Discard gloves immediately after use.

**I. Disease and infestation.** A licensee, registrant, or student shall not perform a service on an individual:

1. Who has a contagious disease that may be transmitted by the performing of the service on the individual; or
2. Who is exhibiting a sign of infection such as reddened, erupted, or open skin.

**J. Client protection.** A licensee, registrant, or student shall:

1. Protect a client's clothing from direct contact with shampoo bowls or headrests by using clean linens, capes, robes, or protective neck strips;
2. Maintain infection control and perform services safely;
3. Use bracing when performing a service around a client's eyes, ears, lips, fingers, and toes; and
4. When applicable, provide a client a pre- and post-analysis that includes appropriate instructions for follow-up.

**K. Care and storage of linens** including towels, robes, and capes. An establishment licensee shall ensure:

1. Clean linens are provided for each client and laundered after each use;
2. Soiled linens are stored in a ventilated receptacle;
3. Laundering includes washing linens using detergent and bleach; and
4. Clean linens are stored in covered containers or closets.

**L. Care and storage of products** including liquids, creams, oils, gels, antiseptics, clay, ointments, waxes, powders, cosmetics, chemicals, and disinfectants. An establishment licensee shall ensure:

1. All products are stored in a container that is clean and free of corrosion, labeled to identify contents, and in compliance with state and local laws and manufacturer's instruction;
2. All products containing poisonous substances are distinctly marked;
3. When only a portion of a product is to be used, the portion is removed from the container in a way that does not contaminate the remaining product; and
4. Once dispensed, a product is not returned to the original container.

**M. Prohibited hazardous substances and use of products.** An establishment licensee shall ensure:

1. No products containing hazardous substances banned by the U.S. Food and Drug Administration (FDA) for use in products on clients, including liquid methyl methacrylate monomer and methylene chloride, are on the establishment premises;
2. All products are used only in a manner approved by the FDA, EPA, or other regulatory agency; and
3. Instructions on the manufacturer's label are followed at all times.

**N.** Care of headrests, shampoo bowls, and treatment tables. An establishment licensee shall ensure:

1. Headrests of chairs and treatment tables are disinfected at least daily;
2. Treatment tables are covered with a clean linen or paper sheet for each client;
3. Shampoo bowls and neck rests are cleaned with soap and warm water or other detergent and disinfected after each use and kept in good repair; and
4. Shampoo neck rests are disinfected with a solution listed under subsection (A)(5) before each use.

**O.** Prohibited devices, tools, or chemicals; invasive procedures. An establishment licensee shall ensure:

1. Except as provided in this subsection and subsection (O)(2), all of the following devices, tools, or chemicals are not present in or used in an establishment:
  - a. A device, tool, or chemical designed or used to pierce the dermis; and
  - b. A low-frequency, or low-power ultrasonic, or sonic device except one intended for skin cleansing, exfoliating, or product application.
2. A licensee or registrant that provides an invasive procedure, using a device, tool, or chemical described in subsection (O)(1), that is otherwise allowed under Arizona law, complies with statutes and rules governing the procedure, training, or supervision as required by the relevant, regulatory authorities.

**P.** Skin peeling. A licensee shall:

1. Except as provided in subsection (O)(2), remove only the non-living, uppermost layer of skin, known as the epidermis, by any method or means and only for the purpose of beautification;
2. Not use a skin removal technique or practice that affects the dermal layer of the skin;
3. Not mix or combine skin removal products except as required by manufacturer instructions and approved by the FDA; and
4. Use only commercially available products for the removal of epidermis for the purpose of beautification.

**Q.** Restricted use tools and instruments. A licensee shall use:

1. Nippers only to remove loose cuticles; and

2. Pre-sterilized, disposal lancets only to dilate follicles and release sebaceous debris from the follicle.

**R.** Lash use and storage. A cosmetology or aesthetics licensee or registrant shall:

1. Have at the lashing workstation a covered, wet disinfectant container large enough to submerge tools completely;
2. Clean hands between clients;
3. Perform all lash services using clean or clean-gloved hands;
4. Store lashes in the original tray or jar in a covered container that is free from debris or contaminants;
5. Dispense lashes from the original tray or jar using only a disinfected tool;
6. Not return a lash to the original tray or jar after the lash is dispensed from the original tray or jar;
7. Spray and wipe the lash workstation with an EPA-registered disinfectant after each client;
8. Disinfect all cutting implements after use and store the disinfected cutting implements in a covered container that is free from debris or contaminants;
9. Keep tape dispensers inside a labeled, clean, closed drawer; and
10. Disinfect lash tweezers, adhesive stones, lash tiles, lash pallets, lash cases, and other items between clients.

**S.** An establishment licensee shall maintain cleanliness and repair of the establishment according to the following guidelines:

1. Discard hair and nail clippings immediately after each client;
2. Clean and disinfect shampoo bowls using a disinfectant listed under subsection (A)(5) and ensure drains are free running;
3. Disinfect counters and all work areas after each client by using a disinfectant discussed in subsection (A)(5).

**T.** An establishment licensee, including the licensee of an establishment in a residence, shall ensure compliance with the following building standards:

1. There is an entrance into the establishment from the outside. If the establishment is in a residence, the entrance may be through living quarters;
2. Except for an establishment in a residence, an establishment shall not be used for residential or other living purposes;

3. The establishment has a restroom open and available for employees' and clients' use during business hours. The restroom has a wash basin, running water, liquid soap, and disposable towels; is kept clean and sanitary at all times; and is in close enough proximity to the establishment to ensure safety for procedures during use;
4. Extra material stored in the establishment restroom is locked in a cabinet;
5. The establishment, including a mobile unit, has sufficient hot and cold running water; and
6. The establishment has natural or mechanical ventilation and an air filtration system that provides free flow of air to each room, prevents the build-up of emissions and particulates, keeps odors and diffusions from chemicals and solutions at a safe level, and provides sufficient air circulation and oxygen.

**U.** An establishment licensee shall ensure compliance with the following general requirements.

1. A first-aid kit that contains, at a minimum, bandages, gauze, antiseptic, and antibiotic cream is present in the establishment and easily accessible;
2. No animals except fish in aquariums and service animals are allowed in the establishment;
3. and The establishment complies with federal and state requirements.

Historical Note Section R4-10-112 renumbered from former Section R410-33 and amended effective April 9, 1996 (Supp. 96-2). Former Section R4-10-112 renumbered to Section R4-10115; new Section R4-10-112 renumbered from Section R4-10-109 by final rulemaking at 5 A.A.R. 1791, effective May 18, 1999 (Supp. 99-2). Amended by final rulemaking at 11 A.A.R. 4239, effective December 5, 2005 (Supp. 05-4). Amended by final rulemaking at 14 A.A.R. 2083, effective July 5, 2008 (Supp. 08-2). Amended by final rulemaking at 26 A.A.R. 3123, effective January 31, 2021 (Supp. 20-4). Amended by final rulemaking at 30 A.A.R. 527 (March 29, 2024), effective May 6, 2024 (Supp. 24-1).

#### **R4-10-401. Application for a License to Operate a Salon**

An applicant for a license to operate a salon shall submit:

1. An application on a form provided by the Board, which is signed by the applicant and provides the following information:
  - a. The applicant's name, address, e-mail address, telephone number, federal tax identification number, and signature;
  - b. If the applicant is a partnership, each partner's name, address, and an identification of whether each is a limited or general partner;
  - c. If the applicant is a corporation, the state of incorporation and name, title, and address of each officer of the corporation and the statutory agent;
  - d. If the applicant is a limited liability company, name and address of each member, manager, and statutory agent;
  - e. The name under which the salon will be operated as registered with the Arizona Secretary of State;
  - f. If the location of the salon is changing, the previous address;
  - g. A history of the salon including:
    - i. If the location was previously licensed by the Board, the name of the previous establishment;
    - ii. The name of each business operating at the salon address; and
    - iii. A statement of whether a cosmetology license of the applicant or any partner, corporate officer, or member or manager of the applicant has ever been suspended or revoked by any state or foreign country;
  - h. A statement of the kind of salon to be operated: cosmetology, aesthetics, hairstyling, or nail technology; and
  - i. A statement by the applicant verifying the truthfulness of the information provided by the applicant.
2. The following evidence of business organization, applicable:
  - a. Copy of the partnership agreement for a partnership,
  - b. Copy of the articles of incorporation and a Certificate of Good Standing from the Arizona Corporation Commission for a corporation, or
  - c. Copy of the articles of organization for a limited liability company.
3. A signed statement that the establishment is in compliance with all Board statutes and rules and has all of the following in the salon:
  - a. Wet disinfectant;
  - b. A dry, closed, disinfected container to store disinfected tools and instruments;
  - c. A sink or shampoo bowl with hot and cold running water that is not also used as a

- dispensary or restroom sink as required under R4-10-403;
  - d. A work station;
  - e. A restroom that meets the standards specified under R4-10-112(S); and
  - f. The notice required under R4-10-111(F); and
4. The fee required in R4-10-102.

**Historical Note**

Adopted effective April 9, 1996 (Supp. 96-2). Section repealed; new Section adopted by final rulemaking at 5 A.A.R. 1791, effective May 18, 1999 (Supp. 99-2). Amended by final rulemaking at 12 A.A.R. 807, effective April 8, 2006 (Supp. 06-1). Amended by final rulemaking at 26 A.A.R. 3123, effective January 31, 2021 (Supp. 20-4).

**R4-10-403. Barber, Cosmetology, Aesthetics, Hairstyling, Nail, or Eyelash Establishment Requirements and Minimum Equipment**

**A.** A barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment licensee shall ensure all services performed at the establishment for the public are consistent with the type of license issued to the licensee. A barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment licensee shall ensure that, except as provided in R4-10-B402, all services are performed for the public by an individual who holds a Board-issued license or registration.

**B.** A barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment licensee shall ensure the establishment has enough equipment, materials, supplies, tools, and instruments to control infection and protect the safety of the public and employees.

**C.** A barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment licensee shall ensure the establishment has:

1. A workstation for each licensee or registrant using space within the barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment;
2. If licensees using space in the establishment are performing barbering, cosmetology, or hairstyling services, at least one shampoo bowl and one hair dryer, which may be a blow dryer; and
3. If licensees or registrants using space in the establishment are performing aesthetics, nail

technology, or eyelash technology services, at least one sink in addition to the restroom.

**D.** A barber, cosmetology, aesthetics, hairstyling, nail, or eyelash establishment licensee shall ensure licensed barbers, aestheticians, cosmetologists, hairstylists, nail technicians, and eyelash technicians have enough equipment, materials, supplies, tools, and instruments to provide services, control infection, and disinfect between clients.

**Historical Note**

Adopted April 9, 1996 (Supp. 96-2). Former Section R410-403 renumbered to R4-10-404; new Section R4-10403 renumbered from Section R4-10-402 by final rulemaking at 5 A.A.R. 1791, effective May 18, 1999 (Supp. 99-2). Amended by final rulemaking at 12 A.A.R. 807, effective April 8, 2006 (Supp. 06-1). Amended by final rulemaking at 23 A.A.R. 3028, effective December 31, 2017 (Supp. 17-4). Amended by final rulemaking at 26 A.A.R. 3123, effective January 31, 2021 (Supp. 20-4). Amended by final rulemaking at 30 A.A.R. 527 (March 29, 2024), effective May 6, 2024 (Supp. 24-1