

STANDARD CONDITIONS ELECTROLYSIS / ELECTRICAL EPILATION

1.0 Definitions

Electrolysis or Electrical Epilation

For the purposes of these standard conditions, Electrolysis/ Electrical Epilation refers to a permanent method of hair removal using needle-like probes. Electrical Epilation works by passing a small amount of energy into the hair follicle through a very fine needle. This produces heat which destroys the cells that produce the hair at the base of the follicle. More than one treatment is necessary due to the fact that hair follicles have a specific growth cycle. There are four main methods of electrolysis

- Galvanism – the original form of electrolysis by direct current causing a chemical (as opposed to heat) reaction to take place in the follicle
- Diathermy: the use of short wave high frequency current which generates a small amount of heat within the hair follicle leading to cauterisation of the blood vessels which nourish hair growth
- Blend: a combination of diathermy and direct current (or galvanism)
- Laser/intense pulse light (IPL) hair removal introduces radiation that causes damage to the hair follicles.

2.0 Client consultation

2.1 A full client consultation must be carried out at the time of a first visit, prior to any treatment.

This is to include the following:

Medical history.

Does the client have

- Eczema
- Psoriasis
- Haemophilia
- Heat disorders/disorders
- High/low blood pressure
- Epilepsy
- Diabetes
- Allergies

Is the client:

- Taking medication or blood thinning agents
- Breast feeding
- Pregnant

Where any of the above conditions exist, written consent from the clients GP must be given before any electrolysis is carried out

2.2 Area to be treated

2.3 Treatment plan

2.4 Date of treatment

- 2.5 Date of birth of the client
- 2.6 Proof if ID shown where necessary
- 2.7 Explanation of the procedure involved
- 2.8 Record that aftercare advice/leaflet given
- 2.9 Name of therapist who carried out the treatment
- 2.10 This record should be signed by the client or parent/guardian as a declaration of agreement to treatment having understood all the associated risks.
- 2.11 Consultation records must be available for inspection by an authorised officer.
- 2.12 A record of subsequent treatments must be kept

3.0 Age

Anyone under the age of 16 must be accompanied by a parent or guardian. The parent/guardian must sign a consent form at the time of the treatment.

4.0 Challenge 25 Policy

Any person wishing to receive a licensable treatment will need to provide proof of their age if they look under 25 .

Licencees must advertise this policy so that all clients are made aware that they may be challenged about their age if they look under 25.

Acceptable forms of ID are a photo driving licence, passport or the PASS hologram proof of age card. In addition Bromley Trading Standards have developed a BIZ proof of age card (with PASS hologram) which has been issued to participating schools in the Borough. Where a challenge is made, it must be recorded and proof age also noted on the client record card.

5.0 Standard infection control procedures

5.1 Staff and client health

Treatment must not be carried out on or within 10cms of an infected area of skin, a rash, cut or other wound.

5.2 Blood Spillage

There must be a written procedure for dealing with blood spillages.

All staff must be made aware of the procedure

5.3 Sharps Injury

There must be a written procedure for dealing with needle/ sharps injuries.

All staff must be made aware of the procedure.

5.4 Protective clothing

- All staff should wear protective clothing when carrying out the treatment.
- Single use disposable plastic aprons should be worn for each client.
- Therapists should wear disposable single use vinyl or latex gloves whilst carrying out the treatment. This should be replaced for each client

6.0 Qualifications

Only therapists approved and registered by the London Borough of Bromley can undertake electrolysis and advanced electrolysis.

7.0 Aftercare

7.1 Clients should be given verbal and/or written after care advice

7.2 This should also include advice of any possible complications.

8.0 Information and Record keeping

All records must be held on the premises and available for inspection by an authorised officer.

9.0 Use of Anaesthetics

Only therapists who have attended an appropriate course on use of topical anaesthetics will be permitted to use them. The use of anaesthetic injections are not permitted.

10.0 Care Quality Commission

Any therapist who undertakes laser hair removal must not do so unless the premises where the treatments are being offered have been registered and approved by the Care Quality Commission for the uses of the lasers.

STANDARD CONDITION FOR TANNING/UV LIGHT TREATMENTS

1.0 Definitions

1.1 Ultra Violet Light

Defined as 3 different wavelengths of ultraviolet radiation. UVA, UVB and UVC. UVC waves should not be present in sun tanning equipment.

1.2 Sun Tanning Equipment

The use of ultraviolet light emitted from tubes to reproduce the effect of ultraviolet radiation from the sun on the skin in order to tan the skin. Includes sunbeds and upright tanning booths, face tanning and leg tanning equipment .

1.3 Tanning accelerants and or amplifiers

Defined as any cream, lotion or other substance which increases or purports to increase the amount of U V light absorbed by the production of melanin within the skin.

1.4 Remote facilities

All facilities shall be considered to be operated remotely where the therapist is out of audible range of the treatment room and the client would be unable to be summoned for help.

2.0. Qualifications

Only Therapists approved and registered by the London Borough Bromley can operate a tanning salon

3.0 Health and Safety Procedures

3.1 Sun tanning equipment must be in a separate room or area so that the light emitting from it does not shine into any other part of the establishment exposing staff or other clients to radiation.

3.2 Adequate Ventilation must be provided to treatment rooms and cubicles.

3.3 Shower or sink facilities must be available to allow the client to wash off any skin creams and make-up .

3.4 An automatic timer must be fitted to the equipment so that the user is unable to increase the time spent using the tanning equipment.

3.5 An emergency device must be fitted within easy reach of a person using the equipment. This device will switch off the Ultra Violet lamps and audibly summon assistance.

3.6 The electrical safety, including the adequate earthing and insulation of all equipment, should be examined annually by a qualified engineer who should report in writing the result of his inspection. Equipment must be regularly serviced in accordance with the manufacturers instructions and a record of such services and copies of the electrical engineers report must be kept on the premises for inspection if required. In accordance with the latest Institute of electrical Engineers (IEE) requirements.

3.7 Suitable goggles for the protection of the eyes of users of the equipment must be provided

3.8 Fans must be adequately guarded.

3.9 A notice providing accurate information on the health risks from exposure to Ultra Violet light must be clearly displayed near each sunbed. (obtained from *the Health & Safety Executive document IND (G) 209 and also by ISRM*).

4.0 Client Consultation Procedures

4.1 All clients must fill out a consultation card prior to first sunbed use and any contra-indications identified. Clients whose skin is prone to UV damage must be advised not to use tanning equipment

4.2.No one under the age of 16 to use the equipment. (As from April 2011 no one under the age of 18 may use the equipment)

4.3 Client record cards must be kept detailing each and every sunbed session including duration of session.

4.4 Consultation records must be held at the premises for a period of two years and be available for inspection by an authorised officer.

5.0 Challenge 25

Any person wishing to receive a licensable treatment will need to provide proof of their age if they look under 25 .

Licencees must advertise this policy so that all clients are made aware that they may be challenged about their age if they look under 25.

Acceptable forms of ID are a photo driving licence, passport or the PASS hologram proof of age card. In addition Bromley Trading Standards have developed a BIZ proof of age card (with PASS hologram) which has been issued to participating schools in the Borough. Where a challenge is made, it must be recorded and proof age also noted on the client record card.

6.0 Tanning Accelerators

6.1 Licence holders must hold product information for any tanning accelerators they sell.

6.2 Tanning accelerators must comply with the Cosmetic Products (Safety) Regulations 1996

7.0 Control of Infection

7.1 The surface of the sunbed must be disinfected after each use in accordance with manufacturers instructions and with cleaning materials specified by the manufacturer.

7.2 All goggles must be disinfected between clients or single use disposable goggles provided.

7.0 Record Keeping

7.1 Records must be kept of the hours of use of each machine and these records shall show any maintenance and details of when tubes are replaced. Tubes must be replaced at intervals recommended by the manufacturer, together with the Ultra Violet transmitting plastic sheet if fitted. Replacement tubes shall be compatible with those supplied by the manufacturer.