

## LCB FILE NO. R029-02

### PROPOSED REGULATION OF THE STATE BOARD OF COSMETOLOGY

#### REGULATION COMMITTEE PROPOSED CHANGES

##### **NEW SECTION (Authority: NRS 644.0245, 664.110, 644.206, 644.220)**

*An applicant for licensure as a Demonstrator of Cosmetics shall complete an application form supplied by the board, including a copy of his current identification, applicable fees and two current photographs (1-1/2" by 1-1/2").*

##### **CHANGE (Authority: NRS 644.110)**

NAC 644.0469 Translation of Documents Written in Language Other than English. All documents submitted to the board that are written in a language other than English must be translated ~~[by a translator acceptable to the board.]~~ *through the following approved language banks:*

- 1. Any District Court for the State of Nevada;*
- 2. The Language Connection;*
- 3. Nevada Hispanic Services; or*
- 4. Any University of Nevada Language Bank.*

The board will not accept any such documents that have been translated by the applicant or by a friend or a member of the family of the applicant.

##### **CHANGE (Authority: NRS 644.110)**

NAC 644.032 "Time Record" Defined. "Time record" includes a time card, computerized print out or any other record of the times of the day that a student is in attendance in a school of cosmetology or electrology, that is generated by a time clock, computer, computer program or any other device approved by the board. *All time records must be maintained by the school for validation to the board office upon completion and/ or withdrawal.*

##### **CHANGE (Authority: NRS 644.110, 644.2175)**

NAC 644.053 Written examination: Proof of required courses; letter of acceptance; notice of results.

1. Except as otherwise provided in NAC 644.0532, when an applicant for licensure in any branch of cosmetology registers for the written examination, he must submit to the board:

a. If the applicant attended a school of cosmetology that is located in this state, an original record of completion of the required courses of training and a copy of the final time record for the courses studied;

b. If the applicant did not attend a school of cosmetology that is located in this state ~~[ ]~~ *and/or this country*, a letter or record from the governmental agency that regulates such schools in the appropriate jurisdiction which verifies that the student completed courses of training and attended a number of hours per subject that are comparable to the requirements in this state; or

c. If the applicant received his training pursuant to NRS 644.217 and 644.2175 and NAC 644.151 to 644.818, inclusive, as a cosmetologist's apprentice, a copy of the final report

submitted to the board, pursuant to NAC 644.167, by the licensed cosmetologist who supervised and trained the apprentice.

2. Any hours taken at a school of cosmetology that is located outside of the United States are subject to the approval of the board for the purpose of determining whether the training received is equivalent to the training which the applicant would have received in a school of cosmetology located in the United States.

3. The board will send an acceptance letter to each applicant for written examination. On the designated day and time of the written examination, the applicant must present the acceptance letter and his pictured identification at the location where the examination is being given for admittance into the examination. An applicant who fails to bring his acceptance letter or picture identification:

- a. Will be denied entrance to the examination;
- b. Forfeits any fees paid to take the examination; and
- c. Must reregister if he wishes to take the examination.

4. The board will notify the applicant of the results of his written examination not later than 3 weeks after the date of the written examination or, if the examination is graded by a testing company, as soon as the results are available from the testing company, whichever occurs later.

**CHANGE (Authority: NRS 644.110, 644.2175)**

NAC 644.0534 Practical Examination: Registration; Procedure for taking Practical Examination; Notice of Results.

1. An applicant for the practical examination must, during the period for registration for the practical examination, as set forth in the schedule of examinations published by the board:

- a. Register directly with the board to take the examination; and
- b. Provide to the board:

1. Proof that he has passed the required written examination; and
2. A copy of his complete school record and final time records or if he received his training pursuant to NRS 644.217 and 644.2175 and NAC 644.151 to 644.181, inclusive, as a cosmetologist's apprentice, a copy of the final report submitted to the board, pursuant to NAC 644.167, by the licensed cosmetologist who supervised and trained him.

2. The board will not accept ~~information for~~ registration for a practical examination, *received before or after the dates specified for that practical examination*, regardless of the method of delivery, ~~including~~ *nor will the board accept any registration by fax*, courier service or registration in person ~~by the applicant, before or after the dates specified by the board for registration for that practical examination~~.

3. The board will send an acceptance letter to each properly registered applicant. On the designated day of the practical examination, the applicant must present the acceptance letter and a picture identification at the location where the practical examination is being given for admittance into the examination.

4. An applicant must be on time to take the practical examination. Any applicant who shows up late will not be admitted into the examination and will be considered by the board as not showing up for the examination. Such an applicant may reregister to take the practical examination by submitting to the board the information and fee required to take an initial practical examination.

5. Each *manicuring and aesthetician* applicant must bring to the practical examination a model and all equipment necessary to take the examination. The applicant must be able to complete the entire practical examination on his model. An applicant who fails to bring:

a. The necessary equipment is subject to forfeiture of any fees paid to take the practical examination.

b. A model will be removed from the practical examination and will forfeit any examination fees paid. Such an applicant may register to take the next available practical examination by submitting to the board the information and fees required to take an initial practical examination.

*6. Each cosmetologist and hair designer applicant must bring to the practical examination a mannequin and all equipment necessary to take the examination. The applicant must be able to complete the entire practical examination on his mannequin. An applicant who fails to bring:*

*a. The necessary equipment is subject to forfeiture of any fees paid to take the practical examination.*

*b. A mannequin will be removed from the practical examination and will forfeit any examination fees paid. Such an applicant may register to take the next available practical examination by submitting to the board the information and fees required to take an initial practical examination.*

~~[6.]~~ 7. While taking the practical examination, an applicant shall wear outer garments, including shoes that are all white. An applicant is not required to wear a smock.

~~[7.]~~ 8. In lieu of bringing his own supplies, an applicant may rent a supply kit on the day of the practical examination directly from the company that makes such kits. The board will not set or accept any fees for renting supply kits.

~~[8.]~~ 9. The results of the practical examination will be determined within 10 days after the date of the practical examination and will be mailed directly to the applicant at the address listed on his application.

~~[9.]~~ 10. After the results of a practical examination are determined, the executive secretary will provide to each school of cosmetology a statistical data sheet, which lists the percentages of students from that school who passed and who failed the practical examination.

**CHANGE (Authority: NRS 644.110)**

NAC 644.0539 Passing Score. The passing score for the examination of a cosmetologist, manicurist, hair designer, aesthetician or electrologist is not less than 75 percent on the national written portion, and ~~[not less than 70 percent on each segment of]~~ *a pass for* the practical examination.

**CHANGE (Authority: NRS 644.110, 644.325)**

NAC 644.056 Renewal of Certain Licenses. The fees for the renewal of certain licenses required pursuant to subsection 2 of NRS 644.325 are:

1. For instructors, hair designers, manicurists, electrologists, aestheticians and cosmetologists, ~~[\$40]~~ *\$50*.

2. For cosmetological establishments, ~~[\$75]~~ *\$100*.

**CHANGE (Authority: NRS 644.110, 644.220)**

NAC 644.062 Examination. The fees for certain examinations required pursuant to subsection 1 of NRS 644.220 are:

1. For examination as a cosmetologist, ~~[\$70]~~ \$75.
2. For examination as an electrologist, ~~[\$70]~~ \$75.
3. For examination as a manicurist, ~~[\$70]~~ \$75.
4. For examination as an aesthetician, ~~[\$70]~~ \$75.
5. For examination as a hair designer, ~~[\$70]~~ \$75.
6. For each reexamination, ~~[\$40]~~ \$75.

**CHANGE (Authority: NRS 644.110, 644.380)**

NAC 644.085 Minimum Requirements for Equipment. Each school must have the following working equipment:

1. Ten shampoo bowls that are located so that all 10 bowls may be in use at the same time.
2. Ten hair dryers, each of which must be equipped with a chair and a device that releases air on the client's hair. For the purpose of the subsection, a hand-held blow dryer does not constitute a hair dryer.
3. Two facial chairs.
4. Ten manicure tables or bars, and stools.
5. Adequate wet and dry ~~[sterilizers.]~~ *EPA Registered disinfectant.*
6. Hot work equipment consisting of:
  - a. Five electric heaters.
  - b. Combs, as follows:
    1. Fine-teeth combs;
    2. Course-teeth combs;
    3. Five electric pressing combs;
    4. One shampoo comb per student;
    5. Hard rubber combs; and
    6. Styling combs.
  - c. Curling irons, as follows:
    1. Fifteen marcelling irons with revolving handles; and
    2. One electric curling iron per student.
  - d. Oils and conditioners consisting of:
    1. Pressing oils;
    2. Scalp conditioners;
    3. Hair conditioner for pressed hair (no soap base)~~[.]~~ *such as petroleum jelly;*
    4. Curling creams (wax~~[.]~~; ~~and~~ *or petroleum jelly*); *and*
    5. Cleaning fluids for pressed hair~~[.]~~ *, such as Alcohol.*
7. Ten dozen cold-wave rods of assorted sizes.
8. One covered container for hair pins, clips, nets and similar items for each student.
9. Five brushes (furnished by the school) for each student.
10. Closed waste containers of sufficient size and sufficient quantity to permit the disposal of all refuse and waste matter by the school and its students.
11. One block, weft or mannequin on a firm stand for each beginning student.
12. One time clock which punches the date and time on time cards, or a computer or any other device approved by the board, for use by the students to record their hours of training at the school.

13. Two shampoo capes for each student.
14. One chair with armrests for each student, or a sufficient number of tables and chairs for all of the students, in classes on theory.
15. Mirrors, work tables and styling chairs sufficient number to accommodate the students enrolled.
16. At least one textbook and adequate reference material, charts, teaching aids and other materials to support the instruction in the school.
17. Adequate and safe electrical outlets.

**CHANGE (Authority: NRS 644.110)**

NAC 644.095 Registration of Students with Board. A school of cosmetology shall register each student with the board within 45 days after the student has enrolled in school. To register a student, the school shall submit a completed form provided by the board that includes:

1. The name of the student;
2. The number of credit hours for which the student is enrolled;
3. If the student has transferred to the school of cosmetology and is requesting to receive credit for courses taken at another school of cosmetology, a copy of the letter issued by the board verifying number of hours for which the student has previously earned credit;
4. The signature of an authorized representative of the school; and
5. Any other information required by the board~~[1]~~, *including but not limited to:*
  - a) Copy of valid identification;*
  - b) Affidavit of successful completion of 10th grade in high school;*
  - c) Proof of any name changes, if applicable; and*
  - d) Copy of approval with any foreign documents, which must have been approved prior to enrollment in the school.*

**CHANGE (Authority: NRS 644.110)**

NAC 644.100 Registrar: Appointment; Duties. Each school of cosmetology shall appoint at least one of its employees to service as registrar and shall file the name of registrar with the board. Each registrar shall:

1. Keep a daily record showing the attendance of each student.
2. Keep a record showing the training time for each student.
3. Ensure that the records are accurate.
4. Forward to the board the record of a student's withdrawal form or completion of the course within ~~[15]~~ 30 days after the withdrawal or completion. The record must be signed by the student, if available, and the registrar. If the student owes money to the school, the registrar may substitute a letter, in lieu of the record of withdrawal from or completion of a course, which states that the record is being held for nonpayment of tuition or any fee owed to the school by the student.
5. Provide any student who withdraws from the school copies of the record of withdrawal and his time records, upon his request. These copies must be given to him within 3 working days after his withdrawal from the school.

**CHANGE (Authority: NRS 644.110)**

NAC 644.110 Time Records.

1. Each student shall register the time of day on a time record at the beginning of each day of training and at the completion of his training for the day. The student shall also document on a time record the period of each break that he takes during his day. To records the period of his breaks, a student may use a time record, which is separate from that which is used to record the beginning and ending of his day.

2. A time record, which contains any error may be changed only by authorization of the registrar and the instructor. The authorization must be evidenced by the initials of the registrar ~~or~~ *and* instructor on the time record.

3. Original time records are the property of the school ~~is~~ *and must be kept on school property at all times during the enrollment.* A student, on request, is entitled to receive a copy of any of his time records from the school, unless he owes money to the school for tuition of fees for the period covered by his time records. The school shall provide the requested time records:

a. Immediately, if the request is made in connection with the withdrawal of the student from the school; or

b. Within 10 business days after the request under any other circumstances.

**CHANGE (Authority: NRS 644.110)**

NAC 644.124 Transfer of Credit Hours.

1. The number of credit hours that may be transferred from one course of study of cosmetology to another will be determined as follows:

a. A student in cosmetology who transfers to manicuring will receive credit for the number of actual hours taken in courses in manicuring, up to a maximum of 150 hours.

b. A student in cosmetology who transfers to aesthetics will receive credit for the number of actual hours taken in courses in aesthetics, up to a maximum of 160 hours.

c. A student in manicuring who transfers to cosmetology will receive credit for the number of actual hours taken, up to a maximum of 150 hours.

d. A student in aesthetics who transfers to cosmetology will receive credit for the number of actual hours taken, up to a maximum of 160 hours.

e. A student in hair designing who transfers to cosmetology will receive credit for the number of actual hours taken.

f. A student in cosmetology who transfers to hair designing, the number of hours earned by that student for courses in manicuring and aesthetics and 20 percent of all hours earned for courses involving theory only will be deducted from the total number of hours earned by the student. The student will receive credit for any remaining hours.

2. A student who receives credit for hours taken upon transferring to a different course of study and who subsequently returns to his first course of study will receive credit for the original total number of hours earned in the first course of study.

3. Hours earned by a student while he is outside of the state may be transferred only for credit for courses in cosmetology, electrology, aesthetics and manicuring. To receive credit for such hours, the student must provide the board with complete current documentation of the enrolled hours per subject ~~is~~ *and must be properly validated by the State in which the hours were earned.*

**CHANGE (Authority: NRS 644.110, 644.217, 644.2175)**

NAC 644.151 Application.

1. To receive a certificate of registration as a cosmetologist's apprentice, an applicant must complete and submit to the board an application on the appropriate form provided by the board.
2. In addition to the information specified in subsection 2 of NRS 644.217, the form submitted pursuant to subsection 1 of this section must be accompanied by:
  - a. Proof, satisfactory to the board, which establishment that the applicant:
    1. Is a resident of a county in this state whose population is less than 35,000;
    2. Is required to travel more than 60 miles from his place of residence to attend a licensed school of cosmetology;
    3. Is not less than 16 years of age at the time of application;
    4. Is of good moral character; and
    5. Has completed at least the 10<sup>th</sup> grade in high school or its equivalent;
  - b. Two current photographs of the applicant which are 1-1/2 by 1-1/2 inches, on the back of which are written the name and address of the applicant;
  - c. A copy of the petition of the licensed cosmetologist who will be supervising and training the applicant if he is approved to be a cosmetologist's apprentice; and
  - d. A statement from the owner of the cosmetological establishment where the applicant will be trained which states that the owner has received oral approval from the board that the cosmetological establishment satisfies the requirements of NAC 644.164.
  - e. Proof of any name changes, if applicable.*

**CHANGE (Authority: NRS 644.110, 644.2175)**

NAC 644.164 Requirements for cosmetological establishment.

1. Before an application for certificate of registration as a cosmetologist's apprentice may be approved by the board, the owner of the cosmetological establishment where the applicant will be trained must contact the board and request an oral review to determine whether the cosmetological establishment meets the requirements of this section. The board will conduct an on-site inspection of the cosmetological establishment not later than 90 days after the date on which the certificate of registration is issued to the applicant.
2. A cosmetological establishment where a cosmetologist's apprentice will be trained must have available in a designated area for the use of the cosmetologist's apprentice:
  - a. One styling chair;
  - b. One shampoo bowl;
  - c. One hand-held blow-dryer and one dryer that is equipped with a chair and a device that releases air onto the client's hair;
  - d. One table for administering a manicure;
  - e. Supplies for performing a process, that is acceptable to the board, for the wet and dry ~~[sterilization]~~ *EPA Registered disinfectant* of instruments used in cosmetology;
  - f. Equipment for hot work, consisting of:
    1. An electric heater;
    2. A pressing comb;
    3. A marcel curling iron; and
    4. Cream or jelly for the protection of the client's skin while hot work is being performed;
  - g. A sufficient amount of equipment and supplies to block, wrap and complete one permanent cold wave, including rollers, rods, end papers and cotton;

- h. Equipment and supplies for tinting, including one bowl, one brush and two bottles for the application of the tint;
- i. Supplies, creams and lotions for performing a facial;
- j. One head of a mannequin;
- k. At least one standard textbook concerning cosmetology, a workbook for the theory of cosmetology and a workbook for the practice of cosmetology;
- l. A copy of the provisions of chapter 644 of NRS and the regulations adopted pursuant thereto;
- m. Combs and brushes for the performance of all services requiring combs and brushes;
- n. Tapering shears;
- o. Strips for protecting the neck of the client;
- p. Scissors;
- q. One razor and blade with a guard;
- r. One plastic spray bottle;
- s. Bandages;
- t. Protective gloves;
- u. Instruments for holding rollers in the hair, commonly referred to as “clippies”;
- v. Equipment for hot waxing;
- w. Oils and conditioners, consisting of:
  - 1. Pressing oils;
  - 2. Scalp conditioners, including at least one conditioner made without a soap base, especially for pressed hair ~~and~~ *such as petroleum jelly*;
  - 3. Hair conditioners made without a soap base, especially for pressed hair;
  - 4. Curling cream made with wax ~~and~~ *or petroleum jelly; and*
  - 5. Dry, cleaning fluids for pressing hair ~~and~~ *such as Alcohol*;
- x. One heated cap for the treatment of hair;
- y. A covered container for the storage of hairpins, clips, nets and similar items;
- z. One shampoo cape; and
- aa. Supplies for performing manicures and pedicures, including:
  - 1. Emery boards;
  - 2. Cream for cuticles;
  - 3. Base coat;
  - 4. Top coat;
  - 5. Nail polish;
  - 6. A bowl for water;
  - 7. Supplies for sanitizing instruments used to perform a manicure or pedicure;
  - 8. Sticks made of orangewood or other instruments for pushing back cuticles; and
  - 9. Tips, wraps, extensions and sculptured nails.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.320 Restrooms.

1) Each cosmetological establishment or school of cosmetology must have fully operable toilets, which are accessible to clients and employees. Each area in which a toilet is located must have a sink with an adequate and readily available supply of hot and cold running water at all times and a mechanical exhaust system for ventilation which completely circulates the air. If the restrooms for the cosmetological establishment are located outside of the cosmetological

establishment, the restrooms must be in plain view, be located within ~~50~~ 100 feet of the entrance of the cosmetological establishment and under the same roof as the cosmetological establishment, and be clearly marked with appropriate signs.

2) The floor covering in each restroom located in a cosmetological establishment or school of cosmetology must be made of a washable material, which is not porous or absorbent, if the operator of the establishment or school is issued a license:

(a) After July 1, 1992; or

(b) On or before July 1, 1992, and the establishment or school is sold or a majority interest is transferred after July 1, 1992.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.325 Walls, Floors, Ceilings, Furnishings, Equipment and Fixtures. In each cosmetological establishment or school of cosmetology:

1) All floors in areas where hair is cut, shampooed or styled, ~~and all walls~~ must be of a washable material, which is not porous or absorbent. Carpeting is allowed in all other areas, such as, but not limited to reception, manicuring, and aesthetic areas.

*2) All walls within the licensed facility must be of a washable material, which is not porous or absorbent.*

~~2)~~ 3) All walls, floors, woodwork, ceilings, furnishings, equipment and fixtures must be kept clean and in good repair.

~~3)~~ 4) Clippings of hair must not be allowed to accumulate and must be disposed of in a covered waste receptacle immediately after the hair is cut.

*5) No cosmetological establishment or school of cosmetology shall permit an accumulation of waste or refuse.*

*6) Footbaths used for nail services, including the suction screens where hair, skin and nails accumulate, must be disinfected with an EPA-registered product prior to the unit being offered to another client.*

*7) For portable spas, a separate hose/tube must be used for draining and refilling and must be marked as such.*

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.330 Plumbing System; Dispensary.

1) Each cosmetological establishment or school of cosmetology must have suitable permanent plumbing which provides an adequate and readily available supply of hot and cold running water at all times and is permanently connected for drainage of sewage and potable water within the areas where work is performed and supplies dispensed.

2) Each cosmetological establishment or school of cosmetology must contain a dispensary sink if the operator of the establishment or school is issued a license:

(a) After June 1, 1982; or

(b) On or before June 1, 1982, and the establishment or school is sold or a majority interest is transferred after June 1, 1982.

3) The floor coverings within a distance from all exposed sides of ~~the~~ *any sink, pedicure spa or dispensary sink* must be made of a washable material, which is not porous or absorbent if the operator of the establishment or school is issued a license:

(a) After July 1, 1992; or

(b) On or before July 1, 1992, and the establishment or school is sold or a majority interest is transferred after July 1, 1992.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.335 Headrests, Shampoo Bowls; Towels and Linens; Neck Strip; Treatment Tables. In each cosmetological establishment or school of cosmetology:

- 1) The headrest of each chair must be covered with a clean towel or paper sheet for each client.
- 2) The part of a shampoo bowl on which a client's neck rests must be covered with a clean towel during each shampoo. The bowls must be carefully washed, ~~[sanitized]~~ *disinfected* with an ~~[effective]~~ *EPA registered* disinfectant and all loose hair removed from the drains after each use.
- 3) After a towel or linen has been used once, it must be deposited in a receptacle provided for soiled towels and linens, and must not be stored in any restroom, nor used again until properly laundered and sanitized. All towels, after being laundered and sanitized, must be kept in closed, dust-free cabinets that have fumigants.
- 4) Sanitary neck strips or towels must be wrapped around the neck of the client to prevent all coverings from coming into direct contact with the client. Proper draping of towels must be used for all services, except that sanex strips may be used for dry services.
- 5) Treatment tables must be sanitized after each use with a sanitizing solution acceptable to the board.
- 6) *All instruments and supplies, which come into direct contact with a patron and cannot be disinfected, shall be disposed of in a waste receptacle immediately, such as but not limited to neck strips, nail files and buffers.*
- 7) *Neck dusters and all other brushes used on a patron in a cosmetological establishment or school of cosmetology shall be maintained in a clean and sanitary condition.*

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.340 Instruments, Implements and Other Tools; Disposable Articles. In each cosmetology establishment or school of cosmetology:

1. Sanitizing and disinfecting solutions must be available for immediate use at all times ~~[ ]~~ *and must be EPA registered as a bactericide, fungicidal and virucidal.*
2. All instruments, implements and other tools must be cleaned and ~~[sanitized]~~ *disinfected* in the following manner before use:
  - a. All hair and other adherent foreign material must be removed from the instrument, implement or other tool; and
  - b. The instrument, implement or other tool must be:
    1. Thoroughly washed with soap and hot water;
    2. Rinsed in clear hot water; and
    3. Placed in a covered wet ~~[sterilizer]~~ *sanitizer* which is large enough for complete immersion of the instrument, implement and other tool, and which contains a disinfecting solution *that is EPA registered as a bactericide, fungicidal and virucidal, that is* acceptable to the board and utilized in accordance with the manufacturer's instructions. During each service, all instruments, implements and other tools must be kept free of contamination by immersion in a ~~[sanitizing]~~ *disinfecting* solution acceptable to the board.
3. All ~~[sterilized]~~ *disinfected* instruments, implements and other tools not in use, nor in the process of wet ~~[sterilization]~~ *disinfection* in a wet ~~[sterilizer]~~ *sanitizer*, must be stored in a clean,

dry ~~sterilizer~~ sanitizer. A dry ~~sterilizer~~ sanitizer consists of a clean, closed container, drawer or storage unit containing ~~sterilized~~ disinfected instruments only ~~[-]~~ with a fumigant.

4. Any instrument, implement or other tool dropped on the floor or otherwise made unsanitary must be deposited in a separate labeled container for soiled articles only and must not be used until it has been thoroughly ~~sterilized~~ disinfected as specified in subsection 2. *A manufacturer-labeled container for the disinfectant used must be available at all times in the cosmetological establishment or school of cosmetology.*

5. All electrolysis instruments must be cleaned in the following manner after each use:

- a. All foreign matter must be removed from the instrument; and
- b. The instrument must be:
  1. Washed in soap and hot water; and
  2. Rinsed in ~~warm~~ hot water.

6. After cleaning, all electrolysis instruments must be sterilized by one of the following methods:

- a. Use a steam sterilizer; or
- b. Use a dry sterilizer,

Which is registered and listed with the Federal Food and Drug Administration, and is used according to manufacturer's instructions.

7. Sterilization equipment must be checked ~~weekly~~ daily to ensure that it is reaching the temperature required by the manufacturer's instructions.

8. All sterilized instruments and sanitary disposable articles must be stored in clean, closed containers, *drawer or storage unit*, which must be free of other articles.

#### **NEW SECTION (Authority: NRS 644.110, 644.120)**

##### ***Disinfecting Electrical Instruments.***

***1) Clippers, vibrators and other electrical instruments shall be disinfected prior to each use by:***

- a. First removing all foreign matter; and***
- b. Disinfecting with an EPA-registered disinfectant with demonstrated bactericidal, fungicidal and virucidal activity used according to manufacturer's instructions.***

***2) All electrical instruments, excluding curling irons and hot combs, shall be stored in a clean covered place.***

#### **CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.345 Cosmetics and Other Preparations. In each cosmetological establishment or school of cosmetology:

- 1) Creams, lotions, cosmetics and other preparations used on clients must be kept in closed containers at all times when not in use.
- 2) Powder for the face must be kept in closed container. The use of powder puffs is prohibited.
- 3) Lotions or liquids used on a client must be poured into a ~~sterilized~~ sanitized container and applied to the client using cotton or other type of applicator.
- 4) Creams or other semi-solid substances must be dipped from the container with a sanitized article or spatula. Removing such substances with the fingers is prohibited.
- 5) Creams, lotions and other preparations must be removed by means of cotton, gauze, facial tissue or other sanitized material.
- 6) Supplies used for service to clients must not be stored in any restroom.

7) Cosmetics used in the form of a pencil must be sharpened before each use.

8) All bottles and containers must be distinctly and correctly marked with a label, which discloses its contents. All articles containing poisonous substances must be distinctly marked as such.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.350 Cleansing of Hands. Every licensee and student in a cosmetological establishment or school of cosmetology must thoroughly wash his hands in an ~~[antiseptic or disinfecting]~~ *antibacterial* liquid before and after serving each client and after each use of the restroom.

**NEW SECTION (Authority: NRS 644.110, 644.120)**

*Prohibited Hazardous Substances/Use of Products.*

*No cosmetological establishment or school of cosmetology shall have on the premises cosmetic products containing hazardous substances which have been banned by the U.S. Food and Drug Administration for use in cosmetic products. No product shall be used in a manner that has not been approved by the FDA.*

**NEW SECTION (Authority: NRS 644.110, 644.120)**

*As used in this chapter “Invasive Procedures” means any act which affects the structure or function of the skin other than the upper most layers of the skin.*

**NEW SECTION (Authority: NRS 644.110, 644.120)**

*No licensee shall be allowed to perform an invasive procedure which includes, but is not limited to, the following:*

- a. Application of electricity, whose sole purpose is to contract the muscle.*
- b. Application of topical lotions, creams, or other substances, which affect anything other than the upper most layers of the skin.*
- c. Penetration of the skin by metal needles, except electrolysis needles.*
- d. Abrasion of the skin below the upper most layers of the skin.*

**NEW SECTION (Authority: NRS 644.110, 644.120)**

*Skin Peeling.*

- 1) Only the uppermost layers of the facial skin may, by any method or means, be removed, and then only for the purpose of beautification.*
- 2) Skin removal techniques and practices which affect anything other than the uppermost layers of the facial skin are prohibited.*
- 3) Only commercially available products for the removal of facial skin for the purpose of beautification may be used. Mixing or combining skin removal products is prohibited, except as it is required by manufacturer instructions.*

**CHANGE (Authority: NRS 644.110)**

NAC 644.470 Review of Complaints Filed by Persons Other Than Investigators Members of Board. The following provisions govern review of a complaint filed by a person who is not one of the board’s members or investigators:

1. Upon the receipt of a complaint filed by a person other than a member or investigator of the board, the secretary shall review the document to determine whether the matter is proper for administrative review and whether the complaint has been properly verified.

2. Thereafter, the secretary shall assign the complaint to a staff investigator for a report on the allegations of the complaint. The investigator shall investigate the complaint and report his findings to the secretary as quickly as feasible but not later than ~~30~~ 90 days after receipt of the complaint.

3. After receiving the investigator's report, the secretary shall transmit the complaint and report to the board's president or to another member appointed to review complaints, to determine whether there are sufficient facts to warrant an administrative hearing and, if so, whether the hearing should be formal or informal.

4. If the president or other member determines that there are sufficient facts to constitute a hearing, he shall direct the secretary to:

- a. Set the complaint for a hearing;
- b. Send a copy of the complaint to the respondent; and
- c. Prepare a notice of hearing.

5. If the president or other member determines that there are not sufficient facts to warrant an administrative hearing, the complaint must be set for the board's review at the next scheduled meeting to determine whether the board wishes to conduct a hearing on the matter.

**CHANGE (Authority: NRS 644.110)**

NAC 644.485 Petition to Appear Before the Board. A person may petition to appear and be heard on any matter before the board, as follows:

1. The petitioner may use Form No. 3\* or similar form. The petition must contain a brief summary of the subject matter and contain the reasons for bringing the matter before the board.

2. The petition must be received by the board at least ~~10~~ 30 *working* days before the meeting at which the petitioner wishes to be heard, but the secretary may waive the time requirement.

3. Upon receipt of the petition, the secretary or any member of the board may make an initial evaluation to determine whether the subject of the petition is a proper item for the agenda of a formal hearing and, if so, whether a special meeting of the board must be called for the hearing.

4. If the secretary or member evaluates the petition as presenting a cause for a disciplinary action involving a revocation, suspension or probation, the petitioner must file a formal complaint, and the secretary shall notify the petitioner of the requirements for making the complaint.

5. If the evaluation results in a determination that there is possibility for a revocation, suspension or probation of a license and if the item is a subject within the jurisdiction of the board, the matter stated in the petition will be placed on the agenda as an item of new business for discussion.

**CHANGE (Authority: NRS 644.110)**

NAC 644.490 Notice. Notice of a hearing will be served at least 20 *working* days before the time set for the hearing. A hearing which has previously been continued may be reset on notice of not less than ~~10~~ 20 *working* days.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.640 General Standards for Establishments. A mobile cosmetological establishment must comply with the following standards:

1. Exterior advertising depicting "Licensed Cosmetological Establishment" must be on both sides of the vehicle with the unit's establishment number.
2. The floors, carpeting, walls, ceiling, furniture, equipment and all contents of the establishment must be kept clean and in good repair at all times.
3. Carpeting is permitted only within the driving or cab area and only if approved by the appropriate city and county agencies governing fire codes.
4. All storage cabinets must be secured by the use of spring struts or friction catches.
5. All equipment must be securely anchored to the establishment.
6. The *interior of the* establishment must be 7 to 8 feet wide, inclusive, have a ceiling height of at least 6 feet and be at least 24 feet long ~~[ ]~~ *from the back of the drivers seat to the back of the establishment.*
7. One 5-pound ABC fire extinguisher must be mounted in public view.
8. A ramp or lift must be provided for access to the establishment if services are provided to handicapped persons.
9. No services may be performed while the establishment is in motion.
10. Sleeping provisions must not be placed or maintained in the working area of the establishment.
11. Containers in the establishment must consist of galvanized stainless steel or other non-corrosive material not including glass.
12. All chemicals in the establishment must be stored in secured cabinets, separate and apart from other articles or equipment in the establishment.

**CHANGE (Authority: NRS 644.110, 644.120)**

NAC 644.700 Schedule of Fines; Disciplinary Hearings.

1. The board adopts the following schedule of fines for any violations of the provisions listed:

<i>Violation</i>	<i>First</i>	<i>Second</i>
offense		offense
<b>COSMETOLOGICAL ESTABLISHMENT</b>		
Operating establishment without license.....	\$500	\$1,000
Operating establishment on expired license.....	200	500
<i>Allowing a licensee to work on expired license.....</i>	<i>200</i>	<i>500</i>
Failure to display license in place of business.....	200	500
Failure to employ licensed persons.....	500	1,000
Operating establishment without supervision of licensed person.....	200	500
Operating establishment with animal on premises.....	200	500
 <b><del>[COSMETOLOGIST]</del> LICENSEE</b>		
Practicing without license.....	500	1,000
<i>Practicing on an expired license.....</i>	<i>200</i>	<i>500</i>
Altering or copying license.....	100	500
Failure to display license at position of work.....	100	500
Failure to practice in Cosmetological establishment.....	500	1,000

~~[DEMONSTRATOR~~

<del>Engaging in business without license.....</del>	<del>500</del>	<del>1,000</del>
<del>Failure to comply with NRS 644.423.....</del>	<del>200</del>	<del>500]</del>

**COSMETOLOGIST APPRENTICE**

<i>Failure to display the Certificate of Registration in plain view.....</i>	<i>100</i>	<i>500</i>
<i>Failure to wear a badge while working on the public.....</i>	<i>100</i>	<i>500</i>
<i>Working on the public without supervising cosmetologist present..</i>	<i>500</i>	<i>1,000</i>

EDUCATIONAL PERMIT

Failure to comply with NRS 644.425 .....	100	500
--	-----	-----

2. In case of a third or subsequent violation, the accused party must appear at a disciplinary hearing before the board.

3. A licensee who violates a provision of NAC 644.307 ~~[, 644.308, 644.315 to 644.345]~~ **to 644.355**, inclusive, ~~[or 644.710]~~ will be fined not more that \$100 for the first violation. In case of a second or subsequent violation, the accused party must appear at a disciplinary hearing before the board.