



Health Hygiene Assessment Cleaning Schedule

Cosmetic Application

The purposes of this cleaning schedule is to assist hair, beauty, tattooing and skin penetration businesses in creating a cleaning schedule to keep track of what must be cleaned and when.

As a required by the Public Health and Wellbeing Regulation, all hair, beauty, tattooing and skin penetration businesses must ensure that the premises is in a clean, sanitary and hygienic condition. All equipment and instruments must be clean before it is used on a client and sterile if it is to be used for skin penetration.

Definitions:

Detergent: A detergent is a cleaning solution. It is a chemical substance you use to break up and remove grease, grime and dirt. Household detergents should not be used for cleaning your instruments and equipment. For these industry specific items you should use a detergent that is low foaming, nonabrasive, noncorrosive, biodegradable, free-rinsing, non-toxic and of a mild alkaline formulation.

Cleaning: Removing contamination and foreign material (for example, soil and organic material) from items to the level required either for further processing or reuse of the item.

Disinfection: A process that inactivates microorganisms (but not bacterial spores) on an item to a level appropriate for reuse of the item

Sterilisation: A process used to make an item free from viable microorganisms, including bacterial spores.

Method for manual cleaning:

1. Pre rinse items in warm running water to remove soil
2. Fill the sink with warm water and detergent to the concentration recommended by the manufacturer
3. Dismantle or fully open items to ensure all parts are thoroughly cleaned
4. Immerse items (a few at a time) in the sink with warm water and detergent
5. Scrub items using a firm bristle nylon brush. Hold the items low in the sink to prevent scrubbing from creating droplets in the air that you might breathe
6. Wash all surfaces of the items, including the insides of tubes and valves
7. Rinse items in warm to hot water in the second 'clean' sink
8. Dry items in a drying cabinet or with a clean lint free cloth. Do not allow items to air dry or drip dry
9. Visually inspect items for cleanliness

This cleaning schedule may not be an exhaustive list of all equipment used in your business. You may need to amend this cleaning schedule to include all equipment used within your business.

Item	Frequency	Product
Surfaces at high risk of blood or body fluid contamination (for example, tattooing chair)	After each use	Detergent and disinfectant
Surfaces at low risk of blood or body fluid contamination (for example, hair dressing bench)	Daily, or spot clean as required	Detergent (and disinfectant if cleaning up blood or bodily fluids)
Client tables/beds	After each client	Detergent (and disinfectant if cleaning up blood or bodily fluids)
Hand wash basins and sinks	Daily	Detergent
Floors	Daily, or spot clean as required	Detergent (and disinfectant if cleaning up blood or bodily fluids)
Bins	Weekly and spot clean as required	Detergent
Walls/ceilings	Spot clean as required	Detergent

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Equipment	Use of item	When	Recommendation
Face brushes <ul style="list-style-type: none"> ■ Make up ■ Eyebrows ■ Eyelashes 	Application of make up or tint to eyelashes	After each client	<ul style="list-style-type: none"> ■ Rinse free of lotions, creams or make up ■ Wash in warm water and detergent ■ Rinse in hot running water ■ Dry thoroughly
Eyelash curlers	Shape eyelashes	After each client	<ul style="list-style-type: none"> ■ Rinse free of lotions, creams or make up ■ Wash in warm water and detergent ■ Rinse in hot running water ■ Dry thoroughly
Eye protection	Used during spray tanning	After each client	<ul style="list-style-type: none"> ■ Rinse free of lotions, creams or make up ■ Wash in warm water and detergent ■ Rinse in hot running water ■ Dry thoroughly
Face sponges	Application and blending of make up	After each client	<ul style="list-style-type: none"> ■ As they are unable to be cleaned or disinfected satisfactorily, single-use is recommended