



City of
STONNINGTON

CONSTRUCTION GUIDELINES

FOR

HAIR/BEAUTY/SKIN PENETRATION

PREMISES

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INTRODUCTION

These Guidelines are based on *Health Guidelines For Personal Care And Body Art Industries* published by the Victorian Government Department of Human Services.

The purpose of this guide is to provide general advice on the minimum standards required for construction of premises registerable under the Public Health and Wellbeing Act 2008. Applicants are advised to consult the *Health Guidelines For Personal Care And Body Art Industries* for further information.

PLANS APPROVAL

Anyone wishing to construct a new hair, beauty or skin penetration premises (also referred to as personal care or body art business) in the City of Stonnington must first obtain approval for the proposed premises design and fitout from Council's Environmental Health Unit prior to construction.

Two sets of draftsman standard plans, drawn to a scale of not less than 1:100 must be submitted to the Environmental Health Unit. These plans must show the premises layout, fixtures, fittings and equipment. A description of materials to be used for all surface finishes, walls, floors and bench tops must also be provided. Plans must be accompanied by an Application for Plan Approval form.

The applicant must also obtain relevant Statutory Planning and Building approval prior to submitting plans to the Environmental Health Unit.

REGISTRATION

A person conducting a personal care and body art business must register such premises with Council under the Public Health and Wellbeing Act 2008. Registration must be renewed annually. Premises conducting hairdressing and make-up services only may be eligible to apply for a "one-off" or "ongoing" registration.

CONTACT US

Environmental Health Unit
City of Stonnington
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website: www.stonnington.vic.gov.au

2. Furniture and Equipment

- 2.1. Equipment, furniture, and fittings should be purpose built or purchased specifically for the task to be performed.
- 2.2. They should be durable, safe and suitable for cleaning and maintenance, and constructed of sealed, nonporous material.
- 2.3. The premises should have sufficient bench space for good working practices.

3. Floors And Walls

- 3.1. Floors in treatment and cleaning areas should be smooth, durable and readily cleanable.
- 3.2. An appropriate splashback should be provided behind plumbing fixtures.

4. Hand basins

- 4.1. A hand basin with hot and cold running water supplied through a single outlet, liquid soap and paper towels is to be provided in the procedure room/cubicle.
- 4.2. In addition to a hand basin in the procedure room/cubicle there should be a hand basin in the cleaning area.
- 4.3. Where skin penetration procedures are performed, the hand basin is to be hands free (for example, foot operated, electronically controlled or knee operated).
- 4.4. Elbow operated taps are not permitted
- 4.5. In establishments where hairdressing only takes place, a hair washing basin with hot and cold running water supplied through a single outlet can also be used for washing hands.

5. Equipment sinks

- 5.1. A separate sink with hot and cold running water supplied through a single outlet (hot water not less than 70°C) must be provided for instrument and equipment washing.

6. General plumbing

- 6.1. Plumbing must conform with the requirements of the Plumbing Industry Commission (Victoria) and Standards Australia.

6.2. Hot water installations should have sufficient capacity for the business being undertaken.

7. Sterilisation

7.1. Only a steriliser able to achieve the specific sterilisation cycle parameters shown in table 1 (time/temperature/pressure) should be used.

Table 1: Time/temperature/pressure relationships (parameters)

Temperature (°C)	KiloPascal	Millibar	psi *	Holding time (minutes)
121	103	1030	15	15
126	138	1380	20	10
132	186	1860	27	4
134	203	2060	30	3

* *psi = pounds per square inch.*

7.2. The following equipment will **not** sterilise items, and must not be used for this purpose.

- Microwave ovens
- Pressure cookers
- Incubators
- Ultraviolet cabinets
- Boiling water units
- Ultrasonic cleaners
- Household ovens
- Other similar units, such as pie warmers
- Dishwashers
- Glass (heat) bead 'sterilisers'

7.3. Sterilisers without a drying cycle must not be used for packaged items, but sterilisers with a drying cycle can be used.

7.4. Sterilisers should have a sterilisation cycle process recorder/printer that monitors cycle parameters because this saves the proprietor/operator time during the sterilisation process.

7.5. If a process recorder printer is not fitted, then every sterilising cycle must be monitored every 10 seconds and the time, pressure and temperature of every cycle must be recorded. Existing sterilisers without process recorder/printers should be upgraded or replaced to ensure automatic parameter (time/temperature/pressure) monitoring.

8. Linen

8.1. Clean linen and towels must be used for each client. Disposable paper towel, paper strips or clean linen are recommended and must be changed between clients.

8.2. Soiled linen, towels and protective clothing should be placed in a washable, leak-proof receptacle, and laundered using hot water (70–80°C) and detergent.

9. Storage

9.1. Adequate storage space must be provided for:

- Equipment
- Clean linen
- Staff belongings

9.2. Equipment such as brushes, combs, tweezers etc should be stored clean and dry state, in a lidded container.

9.3. Storage of equipment in disinfecting solutions does not provide effective disinfection, and in fact can promote the spread of infection. This practice should be discontinued.

9.4. All sterilised packaged items should be stored in a way that will prevent contamination and damage to packaging. Storage may be in cupboards with closefitting doors and smooth washable surfaces, or in washable plastic containers with close-fitting lids.

10. Disposal of clinical and related waste

10.1. Clinical and related waste, such as blood-stained swabs, cotton wool and gloves, must be placed into a plastic bag-lined washable bin with a close-fitting lid marked 'infectious waste', and disposed of according to Environmental Protection Authority requirements.

11. Sharps disposal

11.1. A sharps containers that complies with AS 4031:1992 must be provided for the disposal of sharp objects such as razor blades, needles, and stylets. Sharps are considered clinical waste.

11.2. Suitable sharps containers are rigid-walled, puncture-proof containers with tightfitting lids that prevent sharp objects from injuring another person.

11.3. Sharps containers should be placed a minimum of 1 metre above floor level, out of the reach of children.

12. Disposal of general waste

12.1. All general waste, such as papers and powdered pigments, should be placed into a plastic bag-lined washable bin with a close-fitting lid marked 'general

waste'. General waste can be disposed via normal refuse collections. Bins should be regularly emptied and washed.

13. References

- Health Guidelines for Personal Care and Body Art Industries, Victorian Government Publishing Service. State of Victoria 2004
- Australian Standard/New Zealand Standard (AS/NZS) 3500.1:2003
- Plumbing and drainage – Water services
- AS/NZS 3500.2:2003 Plumbing and drainage – Sanitary plumbing and drainage
- AS/NZS 3500.4:2003 Plumbing and drainage – Heated water services.