

REOPENING RECOMMENDATIONS

4/23/2020

For LIFESTYLE PROFESSIONALS

PROCEDURES

- (a) Please reference your local/state governing board periodically for the most current requirements.
- (a) See recommendations below for additional procedures post COVID-19 until further notice as updated by your local/state governing boards

RECOMMENDED PROCEDURES	FREQUENCY
Review Phenix recommendations provided by your managing partner	Before opening
keep suite doors closed	at all times
Schedule client services with 15 minute gaps to allow for proper sanitation procedures between visits	Every day
Greet each client at the front door for access	For each service
Inquire as to the health of your client (cough/fever/other symptoms)	Before each visit
Avoid servicing clients with symptoms (cough/fever/other)	For each service
Consistently wash hands	Before and between service
Ask clients to wash and/or sanitize hands	Before service
Avoid community merchant services equipment	At all times
Cash handling: avoid if possible (cash carries germs)	On each transaction
Maintain social distancing inside the salon	While on property
<i>Suite doors:</i> Sanitize door suite handles inside & out	Before & after every service
<i>Capes:</i> use new or clean cape	For each client
<i>Smocks:</i> to the extent reasonably possible use new/clean smock	For each service
<i>Business cards:</i> remove from hallway placards	Before opening
<i>Utility Room:</i> to the extent accessible, sanitize all washer & dryers and community towel bins (using disposable disinfectant wipes)	Before & after every use
<i>Break Room:</i> wipe down stools, microwave, hand sink & counter tops to the extent used	Before & after every use
Lifestyle Professionals to wear protective gloves & mask	While on property
Lifestyle Professionals to change gloves	After every use
Sanitize Drinking fountain	After every use
Request clients to wait outside of building 6 ft apart from others or in their vehicle	For each service
Remove All unnecessary items such as magazines, newspapers, service menus, & any other paper products	Before opening & during all business hours
Sanitize chairs, washbowls, tables, work surface areas & equipment	Before & between each service