240 CMR 10.00: LICENSURE OF ELECTROLYSIS SCHOOLS

Section

10.01: Purpose
10.02: Definitions
10.03: Establishment of School License Requirement
10.04: Applications for School Licenses - Content and Procedures
10.05: Standards for Licensure of Electrolysis Schools
10.06: Licensure of Instructors and Approval of Lecturers
10.07: Inspection of Schools

10.01: Purpose

The purpose of 240 CMR 10.00 is to establish specific standards and criteria to be used by the Board of Registration of Cosmetology and Barbering in evaluating the eligibility of electrolysis schools for licensure pursuant to M.G.L. c. 112, §§ 87BB and 87JJ.

10.02: Definitions

For the purposes of 240 CMR 9.00 through 240 CMR 11.00, the following terms shall have the meanings indicated below:

Didactic Training. Instruction provided in a classroom setting through lectures, seminars, videotaped presentations and other similar methods.

Faculty. Those employees of an electrolysis school who provide didactic and practical training to the students thereof.

Informed Consent. Agreement by a patient to undergo electrolysis after a full disclosure of the risks and benefits of such treatment, the alternatives to such treatment, and any other information reasonably necessary to allow the patient to make a decision intelligently about whether or not to undergo such treatment.

Instructor. A person duly registered by the Board pursuant to M.G.L. c. 112, § 87BB and who is qualified to provide training to students enrolled in an electrolysis school.

Junior Student. Those students who have received at least 100, but not more than 200, hours of practical training. Such students shall perform leg, arm and body epilation only.

Lecturer. A person who is not registered as an instructor by the Board, but who has been approved by the Board, pursuant to M.G.L. c. 112, § 87BB and 240 CMR 10.00, to provide training to students enrolled in an electrolysis school.

Practical Training. The hands on application of electrolysis theory, skills and techniques to patients in a clinical, rather than classroom, setting, under the supervision of a duly licensed instructor or lecturer.

Primary Student. Those students who have received less than 100 hours of practical training. Such students shall perform leg epilation only.

School. For purposes of 240 CMR 11.00, and unless otherwise stated, School shall include a "post-secondary institution" as defined by M.G.L. c. 112, §§ 87T and 87JJ.

School License. A license issued by the Board for the operation of an electrolysis school.

Senior Student. Those students who have completed at least 200, but less than 600, hours of practical training.

(Mass. Register #1559, 10/24/2025)

10.03: Establishment of School License Requirement

(1) No person or entity shall operate or maintain any electrolysis school, unless that person or entity has obtained a school license from the Board.

(2) A school license may be issued to an electrolysis school only if that electrolysis school is in satisfactory compliance with all applicable requirements of 240 CMR 10.05.

(3) A school license is valid for a period of two years from the date of its issuance, unless otherwise specified by the Board, and may be renewed for like periods thereafter. Each school shall display its license in a conspicuous place.

(4) A school license is valid only for the location specified in the license and may not be transferred to a new location or owner.

(5) An electrolysis school shall submit an application for a new license at least 30 days before any sale or transfer of ownership or location of the school, and shall notify the Board immediately in case of closure of a school or program.

10.04: Applications for School Licenses - Content and Procedures

(1) Applications for school licenses shall be made on forms prescribed and furnished by the Board. The application forms shall be completed in full, and shall be signed, under the pains and penalties of perjury, by the owner, chief executive officer or other appropriate authorized representative of the academic institution or proprietary electrolysis school applying for the license.

(2) An application for a school license shall be submitted on a form furnished by the Board and shall be accompanied by all of the following:

(a) Information regarding the ownership and management of the school as the Board may reasonably require;

(b) A copy of a school catalogue or program manual which describes the program of study in the electrolysis school, a detailed outline of the school curriculum, the academic and financial policies and procedures of the school, a list of the facilities and equipment utilized by the school, and a bibliography of all textbooks used in the program of study;

(c) A blank copy of the form used by the school to obtain the informed consent of a student to serve as a patient for practical training, as required by 240 CMR 10.05(3);

(d) A detailed professional floor plan for any and all facilities;

(e) A list of all equipment to be used in the curriculum;

(f) A certificate of occupancy or other appropriate form issued by the appropriate city or town approving the premises for use as a school;

(g) A sample copy of the written contract between the student and the school, including refund policy which shall comply with M.G.L. c. 255, § 13K;

(h) A copy of the bond required by 240 CMR 10.05(13); and

(i) A check or money order, made payable to the Commonwealth of Massachusetts, in an amount equal to the application fee established by the Executive Office of Administration and Finance pursuant to M.G.L. c. 7, § 3B.

10.05: Standards for Licensure of Electrolysis Schools

(1) Class Hours and Schedules. Every electrolysis school shall maintain regular class hours and a daily schedule of classes.

(2) Faculty Student Ratios for Practical Training. Every electrolysis school shall maintain a ratio of faculty to students during all practical training sessions sufficient to ensure that at least one registered instructor is present at all times for the first 15 students or fewer engaged in practical training, and one additional instructor for every additional 15 students or fewer in attendance.

10.05: continued

(3) Informed Consent Required for Student Patients. Every electrolysis school must obtain written informed consent from any student who serves as a patient for practical training purposes before said student may serve as a patient. The school shall maintain a copy of the informed consent form signed by each such student on file and shall make such documentation available to a duly authorized representative of the Board upon request.

(4) Public Notice of Practical Training Work. Every electrolysis school shall display, in conspicuous places in its practical training facility or area, at least two signs with display lettering at least two inches in height, which shall read as follows:

"ALL WORK IN THIS SCHOOL IS PERFORMED BY STUDENTS. CHARGES ARE FOR MATERIALS USED AND CLINIC OPERATION COSTS ONLY. NO CHARGE FOR SERVICES"

(5) Physical Facilities.

(a) Every electrolysis school shall be large enough to accommodate its student body, faculty members and staff, and shall provide separate areas of sufficient size for classroom instruction and practical training respectively.

(b) Every electrolysis school shall provide adequate heating, lighting and ventilation.

(c) Every electrolysis school shall provide each student with an individual, secure space sufficiently large for the student's personal belongings.

(d) Every electrolysis school shall provide lavatory facilities in accordance with applicable laws and regulations.

(e) Every electrolysis school shall comply with all sanitation and sterilization requirements set forth in 240 CMR 9.03: *Sanitation, Sterilization, Safety, and Disease Prevention for Electrolysis Offices and Schools*.

(f) Every electrolysis school shall comply with all applicable state and federal laws including, but not limited to, laws regarding accessibility for disabled persons.

(g) Every electrolysis school shall specify the maximum number of students which can be accommodated in its practical training area at any one time, and shall provide a number of patient care stations in that practical training area sufficient to ensure a ratio of one patient care station for every five students.

(6) Equipment. Every electrolysis school shall provide, and maintain in good working order, an adequate quantity of modern professional equipment for its students as approved by the Board. Only epilators which are approved by the Federal Communications Commission (to the extent that such approval is required by Federal Law or regulations) and which meet the requirements of the Federal Food and Drug Administration may be used by electrolysis schools for training students.

(7) Advertising. An electrolysis school may properly advertise itself as such, but shall not represent itself or hold itself out to the public as an electrolysis office or otherwise engage in any advertising which is false, deceptive or misleading.

(8) Private Practice Prohibited.

(a) No electrolysis school, or any portion of the premises used for the operation of the school, shall be used for the private practice of electrolysis by the owner, any member of the school faculty or staff, or any other registered electrologist. No electrolysis office approved by the Board shall be conducted or advertised as a school, and no school shall be conducted or advertised as an electrolysis office.

(b) No electrolysis school shall directly or indirectly accept any remuneration or impose any charge for any services rendered by its students, but may impose a reasonable and nominal charge for materials used and clinic operation costs.

(9) Minimum Required Course of Study for Massachusetts Licensure. Every electrolysis school shall maintain a program of study for Massachusetts licensure consisting of not less than 1100 hours of didactic and practical training, extending over a period of not less than seven months, as set forth 240 CMR 10.05(9)(a) through (d):

10.05: continued

(a) Said program of study shall provide at least 500 hours of didactic training and at least 600 hours of practical training.

(b) The 500 hours of didactic training shall include:

1. A minimum of 75 hours of didactic training in histology and hair structure, with emphasis on hair and skin structure;

2. A minimum of 75 hours of didactic training in the fundamentals of bacteriology, sterilization and hygiene;

3. A minimum of 75 hours of didactic training in the principles of electricity, light, and laser physics; and the modalities and effects of electricity, light, and laser physics used in the practice of electrolysis;

4. A minimum of 75 hours of didactic training in basic dermatology;

5. A minimum of 100 hours of didactic training in physiology, with an emphasis on endocrinology;

6. A minimum of 50 hours of didactic training on approved types of electrolysis machines and equipment necessary for proper operation of an electrolysis office;

7. A minimum of 50 hours of didactic training on professional conduct and office management; and

8. At least 20 hours of didactic training shall be in Laser Electrolysis.

(c) The required minimum of 600 hours of practical training shall include training in epilation techniques; demonstrations of proper electrolysis treatment procedures for the legs, arms, face (including hairline and eyebrow shaping) and all other areas of the body not specifically prohibited by 240 CMR 9.03(3); and student "hands on" participation in mastering the ability to apply and utilize such treatment procedures. At least 40 hours of practical training shall be in Laser Electrolysis.

(d) The Board's approval of an electrolysis school curriculum shall not be considered permanent and may be subject to expiration and re-approval as prescribed by the Board.

(10) Faculty. All courses of didactic and practical training in a required subject area shall be taught to students enrolled in an electrolysis school by a person who has been duly registered by the Board as an instructor, pursuant to 240 CMR 10.06(1), or approved by the Board as a lecturer pursuant to 240 CMR 10.06(2).

(11) Student Records.

(a) An electrolysis school shall maintain a written academic transcript for each student, which shall include the name of the student, the name of each course of didactic training taken by that student, the grade received by the student for each course of didactic training completed by that student, the number of hours of didactic training in each subject area completed by that student each month, and the number of hours of practical training completed by that student each month.

(b) Any and all student records shall be made available, upon request to any duly authorized representative of the Board for inspection at any time during regular business hours.

(12) Display of School License. Every electrolysis school shall display its school license in a conspicuous place.

(13) Bond Requirement. Every electrolysis school shall obtain and maintain a bond, approved by the Board, in the sum of $10,000 if enrollments do not exceed 24 students, or a bond of $20,000 if the enrollments are 25 students or more, which shall be subject to approval by the Board.

10.06: Licensure of Instructors and Approval of Lecturers

(1) Licensure of Instructors.

(a) A person may be licensed as an instructor in the field of electrolysis, pursuant to M.G.L. c. 112, § 87BB, if he or she meets all of the following requirements:

1. He or she holds a current, valid license to practice as an electrologist in the Commonwealth of Massachusetts, issued by the Board;

2. He or she submits satisfactory written proof that he or she has been actively engaged in the practice of electrolysis for at least the last two consecutive years preceding the date of his or her application for registration as an instructor; and

10.06: continued

3. He or she attains a passing grade on an instructor licensing examination prescribed by the Board.

(b) A person who is duly licensed as an instructor shall devote all of his or her time, while on the premises of the electrolysis school, to teaching the theory and practice of electrolysis, and shall not, while on the premises of said school, engage in the private practice of electrolysis.

(2) Approval of Lecturers.

(a) A person may be approved by the Board to serve as a lecturer and provide training in a specific subject area, provided that he or she meets one of the following requirements:

1. He or she possesses a bachelor's degree, or the equivalent thereof, in the field or subject area in which he or she proposes to provide training, from a degree granting college or university accredited by the United States Department of Education or the Commonwealth of Massachusetts; or

2. He or she possesses a current, valid adult or secondary school teaching certificate or credential, issued by the Commonwealth of Massachusetts or any other state or territory of the United States, which authorizes him or her to teach in the field or subject area in which he or she proposes to provide training; or

3. He or she has had at least two years of experience in a profession, trade, industry or occupation which requires regular use of the knowledge and skills which he or she proposes to teach to students at the electrolysis school, and, where applicable, possesses a current, valid license to practice said profession, trade or occupation issued by the Commonwealth of Massachusetts or any other state or territory of the United States; or

4. He or she otherwise demonstrates to the satisfaction of the Board that he or she, by virtue of education, practical experience or any combination thereof, possesses sufficient knowledge of the subject matter which he or she proposes to teach to students at the electrolysis school.

(b) A person who has been approved as a lecturer pursuant to 240 CMR 10.06(2) shall provide training only in the subject area for which he or she has been approved.

10.07: Inspection of Schools

(1) No license shall be issued to any electrolysis school pursuant to the provisions of 240 CMR 10.00, unless said school has first been inspected by a duly authorized representative of the Board and found to be in satisfactory compliance with all applicable provisions of 240 CMR 10.00 and any other applicable local, state and federal laws and regulations.

(2) A duly authorized representative of the Board shall have the right to inspect any electrolysis school, or any portion thereof including, but not limited to, any portion of the physical premises and/or any records maintained by said school, at any time during regular business hours with or without prior notice. Such inspections shall be for the purpose of determining whether the school is in compliance with the requirements of 240 CMR 10.00 and other applicable Board regulations. An electrolysis school shall make available any and all records or information requested by said duly authorized representative of the Board, unless the material in question is specifically protected from disclosure by applicable state or federal law.

REGULATORY AUTHORITY

240 CMR 10.00: M.G.L. c. 13, § 42; M.G.L. c. 112, §§ 87T through 87KK.