232 CMR 2.00: BARBER REGULATIONS

Section

2.01: General Provisions Applicable to Barber Shops and Barber Schools

2.02: Barber Schools

2.01: General Provisions Applicable to Barber Shops and Barber Schools

The provisions of 232 CMR 2.01 are applicable to both barber shops and barber schools, except where a regulation specifically states otherwise.

1. Inspections. All barber shops and barber schools shall be open to any member of the Board or its investigators during business hours.

2. Display Sign or Barber Pole. Every barber shop open to the public shall display at the entrance a sign and/or barber pole, indicating it is a barber shop and/or unisex hairstyling salon.

3. Permits.
   a. In every barber shop, the holder of a barber registration certificate or apprentice registration certificate shall post the same in a conspicuous place in front of his/her working chair where it may be readily seen. (M.G.L. c. 112, § 87J)
   b. Before any barber shop is opened or relocated, the Board must be notified in writing and a floor plan must be forwarded to the Board for approval at least 15 days prior to the opening of a new barber shop or the relocation of an existing barber shop. Before any shop may be reopened by a new owner(s), at least five days prior written notice of any change in ownership must be provided to the Board.
   c. Barber shop licenses are valid only for the location named in the license and are not transferable or assignable.
   d. Barber shop owners must immediately notify the Board in writing of the sale or any transfer in ownership of a barber shop. Barber shop licenses must be displayed in a conspicuous place within the barber shop.
   e. No barber shop may employ more than three apprentices per registered barber employed by such barber shop.

   a. Floors, walls, ceilings, furniture, fixtures and other apparatus, and all other exposed surfaces in every barber shop and school shall be kept clean and sanitary, free from dust and in good repair at all times. Curtains, if any, must be machine laundered or chemically cleaned.
   b. Brooms, mops, and any other articles used to wash floors, brush or wash the walls, shall not be left exposed. All residue, cut hair, dirt, etc., swept off the floor shall be placed in a covered container or containers until properly disposed of outside the barber shop or school.
   c. Running hot and cold water shall be provided. All water shall be from a public supply when available. Where no public water supply is available, water shall be supplied from a suitably located pressure or gravity tank. A suitable sink which is connected as to provide for satisfactory disposal of all waste water shall be provided within the barber shop or school. A toilet and necessary hand-washing facilities shall be provided. These shall be located within the barber shop or school, or shall be accessible directly from the barber shop or school within the same building. It shall be the responsibility of barber shop and school owners to keep the toilet and hand-washing facilities clean and sanitary.
   d. No room or part of a building occupied by a barber shop or school shall be used for sleeping purposes nor shall living quarters of any kind be directly connected with a barber shop or school.
   e. Every barber shop and school shall be equipped with suitable and adequate washing facilities and an adequate supply of hot and cold water. The source of this water shall be approved by the local board of health, where no public water supply is available.
(f) Every barber shop shall be properly and adequately lighted and ventilated and kept in a clean, orderly and sanitary condition and under the supervision of a registered barber at all times.

(g) The headrest of each barber chair shall be provided with a clean covering of cloth or paper for each patron.

(h) All clean towels shall be kept exclusively in a closed, clean cabinet drawer or closet. No towel or any other piece of linen which has been used on a patron or which has been used for any other purpose shall be placed at any time in the same compartment with the clean towels. Hair cloths and breast cloths shall be enclosed in a compartment separate from the clean towels.

(i) All used towels shall be placed in a covered container or containers. No towel shall be left at any time on a workstand, barber chair, sink or otherwise exposed at any place in a barber shop or school.

(j) No used towel or cloth shall be used on another patron until it has been laundered in a sanitary manner. A freshly laundered towel or other protection shall be placed around the neck of the patron so as to prevent chaircloth from touching the skin.

(k) Alum or other material used to stop the flow of blood shall be used only in a liquid or powder form and shall be applied with a clean towel or cotton.

(l) No powder puffs, finger bowls, sponges, styptic pencil or lump alum shall be used by a barber or apprentice on any patron.

(m) No shaving brushes shall be used.

(n) No soap in cake or stick form shall be used. Liquid soap in a lathering machine may be used.

(o) Paper used for wiping razors shall be clean. No printed paper is permitted. Used shaving paper shall be placed in a separate covered container.

(p) Jars containing cream or pomades shall be kept covered at all times, except when being used and removed from such jars with a clean spatula.

(q) No barber, student, demonstrator or apprentice shall use on a patron or display in a barber shop or school, any hair tonic or other liquid preparation, for use on the hair or scalp, unless such tonic or preparation is contained or displayed in a bottle or container clearly labelled with the name of the manufacturer.

(r) Machine laundering of towels and linens is permitted in a barber shop or school as long as required sanitary conditions are met.

(s) Every barber, student, demonstrator or apprentice shall wash his/her hands thoroughly before serving each patron.

(t) Every barber and apprentice in a barber shop must have at least three hairstyling brushes.

(u) Every barber and apprentice shall keep his/her text books on barbering in the barber shop in which he/she is working for reference at all times.

(5) Sterilization. All razors, scissors, clippers, tweezers, combs, rubber discs, parts of a vibrator, and all other implements, tools, appliances and utensils that come in contact with the head, neck or face of a patron, shall be disinfected before use upon any patron and, thereafter, before use on another patron.

No tools/implents shall be left exposed on the workstand at any time but shall be cleaned, disinfected and placed in a clean, closed drawer or cabinet whenever such tools are not in use or in the process of being sterilized.

(a) One of the following methods of sanitizing shall be used on all implements:

**PHYSICAL AGENTS**

1. Boiling water at 212° fahrenheit for 20 minutes.
2. Steaming, dry heat.
3. 70% grain or denatured alcohol for at least ten minutes.

**CHEMICAL AGENTS**

1. Antiseptics and disinfectants.
2. Vapors, formalin and steri/dry.
3. One part bleach to ten parts water to sterilize cutting implements. The method to be used is as follows: Rinse the implement in water first, immerse the implement in the bleach solution, shake the implement in the bleach solution, repeat the rinse/immense/shake process described, rinse the implement in water a final time, then wipe the implement dry with a clean cloth or paper towel and place in a closed cabinet or disinfectant solution. This procedure applies to plastic, metal, steel or rubber. This procedure is the recommended infection control procedure of the Centers for Disease Control regarding all blood borne pathogens, including HIV infection/AIDS.

(6) Service Outside Barber Shop.
   (a) 232 CMR 2.01(4)(g) through 2.01(4)(t) shall be complied with by barbers and apprentices performing any barbering services for sick or infirm persons in homes or hospitals. Services must be by request from a paying patron through a registered shop.
   (b) 232 CMR 2.01(4)(g) through 2.01(4)(t) shall be complied with by demonstrators performing barbering services.

(7) Treatment of Skin Conditions. No barber, student, demonstrator or apprentice shall remove or attempt to remove a wart or mole, or treat any skin disease, of a patron.

(8) Unprofessional Conduct. Personal registration of a barber or apprentice and/or shop registration of a barber may be suspended, revoked, placed on probation, or otherwise disciplined after a hearing, if the barber has been found guilty of unprofessional conduct, which shall include, but not be limited to, deceit, gross misconduct, or any violation of the laws of the Commonwealth relating thereto or these rules and regulations.

(9) Advertising. Unfair, misleading, deceptive and fraudulent advertising is prohibited. Truthful and accurate advertising is permitted, consistent with professional ethics and community standards. If prices are advertised, such advertisement must clearly indicate what is included in the advertised price.

(10) Display of Rules. A copy of the current regulations of the Board of Registration of Barbers shall be displayed in a conspicuous place in each barber shop and school. Copies of the regulations may be obtained from the State Bookstore, Room 116, State House, Boston, MA 02133.

2.02: Barber Schools

(1) General Provisions.
   (a) All barber schools shall display a sign at the entrance reading "Barber School". (M.G.L. c. 112, § 87P)
   (b) A barber school may be established only in a location where the building meets proper safety conditions. There must be adequate lighting and ventilating conditions as determined by the Board.
   (c) The curriculum taught at a barber school shall be that established and approved by the Board.
   (d) Each barber school must submit their schedule of practical and theory coursework to the Board for approval.
   (e) Barber school files shall be available for inspection by any member of the Board or its investigators during business hours.
   (f) Adequate room shall be provided for practice work, demonstrations, and lectures at each barber school.
   (g) Each barber school shall maintain a course of study of not less than 1,000 hours extending over a period of not less than six months.
   (h) No credit shall be allowed any student for time completed in any barber school other than the one in which the student is enrolled, unless the Board is notified in writing of the change of enrollment of a student prior to the change in enrollment.
2.02: continued

(i) A person who has successfully completed a course of instruction at a hairdressing school licensed to operate by the regulatory body governing the operation of hairdressing schools where such school is located may be credited a maximum of 500 hours toward the 1,000 hour barber school course of instruction requirement. The required 500 hours of barber school course of instruction for any such person must be completed in a minimum three month period consisting of not more than eight hours in any one day. Evidence of any such person's successful completion of a licensed hairdressing school program (copy of diploma or certificate of completion) must be submitted to the Board upon such person's enrollment in a barber school. The registration, practice and licensure of any such student shall be governed by the provisions of M.G.L. c. 112, § 87J and 232 CMR 2.00.

(2) Applications and Renewals.
(a) Applications must be filed with the Board with payment of such licensing fee, as determined by the Executive Office of Administration and Finance.
(b) Applications must be signed by a barber instructor currently licensed by the Board.
(c) An annual renewal fee, as determined by the Executive Office of Administration and Finance, shall be payable to the Board by December 31st of each year for licensure for the following year. It is the responsibility of each barber school to insure that the renewal fee is paid on time.
(d) A barber school operating a two-platoon system as of July 1, 1991 will be permitted to continue operation of the two-platoon system. No new application for licensure of a barber school to operate a two-platoon system will be considered by the Board. A day school and a night school on the same premises will be permitted.

(3) Enrollments.
(a) New students must be registered with the Board no later than the first week of each month following enrollment to receive credit for the hours completed during the month a new student began classes at a barber school. Applications must be signed by a licensed instructor at the barber school.
(b) Before a school may be issued a license by the Board, an initial enrollment of at least 24 students, each student being at least 16 years of age, must be presented to the Board.
(c) Every school shall regularly employ or have in attendance during school hours at least:
   1. two instructors for 25 students or less; and
   2. one instructor or assistant instructor for each additional 25 students or less.

   No instructor or assistant instructor may supervise or teach more than one class at the same time.
(d) Only one full-time or two part-time students may be enrolled for each barber chair at a school.
(e) The starting date for an enrollment term is the first Monday or Tuesday of each month.
(f) No transfer of students from one school to another is allowed without first receiving authorization from the Board and following Board requirements (232 CMR 2.02(1)(h)).
(g) Monthly attendance and absentee reports of students are to be submitted to the Board during the first week of each month.

(4) Equipment.
(a) A minimum of 25 barber chairs - 15 of which shall be able to recline for shaving and facials.
(b) No supplies of hair tonics, lotions or cosmetics may be used which do not have the label and name of the manufacturer thereon.
(c) An adequate library of reference books on anatomy, physiology, diseases of the skin and a medical dictionary.
(d) NO COPY OF QUESTIONS AND ANSWERS TEXTBOOKS MAY BE PROVIDED TO STUDENTS.
(e) A lecture room with a minimum of 25 chairs, which chairs shall consist of a desk and chair or a chair with a writing arm.
(f) One barber chair, one sink, and one work-stand in lecture room for demonstration work.

(g) Blackboard in lecture room and set of enlarged anatomical charts for instruction regarding the head, neck, skin and hair.

(h) At least two toilets properly lighted and ventilated and in clean sanitary conditions at all times. One toilet shall be marked "Women" and the other marked "Men".

5) Student Working Equipment.
   (a) One mirror and one sink for each chair.
   (b) One wet tool sterilizer for each chair with proper solution for same.
   (c) One covered container at each chair for disposal of used shaving papers.
   (d) One covered container at each chair for disposal of used towels.
   (e) One closed cabinet at each chair for clean towels.
   (f) One hair dryer for each five students.
   (g) One hi-frequency apparatus for each ten students.
   (h) One each of the various white, red, and blue dermal lights.
   (i) One ultra-violet ray lamp.
   (j) One infra-red lamp.
   (k) One high power microscope for bacteria and scalp study.
   (l) Student Kit: one razor (if disposable blade, must include one package of blades); three haircutting shears: one 7½ inch, one 5½ inch, and one thinning shear; one outliner; one motor driven or magnetic clipper (if motor driven, include one box of attachable blades); three hairbrushes (one natural bristle, one vent type, and one round brush); one neck duster; four combs (one taper comb, one flat-top comb, and two styling combs); one curling iron; one hair cloth; one water bottle; one blowdryer; one mannequin; one package butterfly clips; a minimum of six dozen permanent wave rods (various sizes); one styptic powder; one steri-dry; one pair rubber gloves; one standard text book; one workbook; one exam book; and one carrying case for the tools.

6) Student Attendance.
   (a) Students may not attend school more than a maximum of eight hours per day/five days per week/40 hours per week. The required 1000 hour course of study may not be completed in less than six months.
   (b) No students shall be permitted to enter the classroom or clinic floor unless their attire complies with the dress code established by the barber school.

7) Certification as an Assistant Instructor.
   (a) A registered apprentice who:
      1. possesses the educational qualities required for graduation from high school;
      2. has graduated from an accredited school; and
      3. achieved a passing score on the Apprentice examination, may, upon application to the Board and payment of the appropriate fee, apply for certification as an assistant instructor.
   (b) 1. An assistant instructor during the first three months of employment shall be limited to instructing the Practical subjects of the curriculum only (no Theory subjects instruction permitted) under the direct supervision of an instructor to only those students who have completed less than 500 hours of training. Thereafter, an assistant instructor may, at the discretion of the school supervisor, instruct students in Practical subjects under the supervision of an instructor.
      2. An assistant instructor during the first three months of employment shall be required to observe the instruction of Theory subjects by a registered instructor for a minimum of one hour per day. Thereafter, an assistant instructor may, at the discretion of the school supervisor, instruct students in Theory subjects under the supervision of an instructor.
   (c) 1. Direct supervision shall mean that a registered instructor is on the clinic floor where the assistant instructor is instructing and is readily available to provide assistance and supervision to the assistant instructor in the course of his/her instruction.
2.02: continued

2. **Supervision** shall mean that an instructor is on the school premises and is available to provide assistance and instruction to an assistant instructor in the course of his/her instruction.

(d) No school may employ more than two assistant instructors for each instructor employed by the school.

(e) No instructor may supervise more than two assistant instructors at any one time.

(f) An assistant instructor, completing two years experience as such, may, upon application to the Board and payment of the appropriate fee, apply for examination as a Master Barber. The two years of experience as an assistant instructor may be included in the five year experience requirement for a Master Barber’s application for examination and licensure as an instructor.

(g) An applicant for certification as an assistant instructor may be required to appear before the Board, or a person or persons designated by the Board, to discuss his/her application and qualifications for certification as an assistant instructor.

(h) Assistant instructors must be employed as such for a minimum of 22 hours per week. The hours of instruction performed by an assistant instructor must be reported to the Board by the employing school until an assistant instructor has been so employed for the required two years and is eligible for examination and licensure as a Master Barber. Thereafter, each school must maintain a monthly record of the hours of instruction performed by each assistant instructor employed by such school until the five year experience requirement for examination and licensure as an instructor is completed. In the event an assistant instructor terminates or transfers employment from a school following his or her fulfillment of the two year experience requirement for examination and licensure as a Master Barber (i.e. employing school being no longer required to report an assistant instructor’s hours of instruction to the Board), the school previously employing such assistant instructor shall be required to forward to the Board a final report of the hours of instruction completed by the assistant instructor while employed at such school.

(i) Assistant instructors must notify the Board of any transfer of employment within two weeks of such transfer. Failure to so notify the Board of any transfer of employment may result in the Board’s disqualification of all or portions of an assistant instructor’s hours of employment from being included in the experience requirement for a Master Barber or instructor license.

REGULATORY AUTHORITY

232 CMR 2.00: M.G.L. c. 112, §§ 87K.