

NEW BRUNSWICK REGISTERED BARBERS' ASSOCIATION

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ENGLISH VERSION

INSPECTIONS

Self-Inspection

Conducting occasional self-inspections will help you remain in compliance with the Board of Barber Examiners of New Brunswick and the New Brunswick Registered Barbers' Association, Rules & Regulations. It will also reduce the number of violations cited during an inspection. The owner of the shop, and licensees working in the shop, will be cited if violations exist during the time of inspection. The following guidelines will assist with self-inspections.

ESTABLISHMENT LICENSE

All answers should be "Yes"

1. Do you have an establishment license? Yes No
2. Is your establishment license current and valid? *Only current, valid licenses may be displayed. The Inspector will confiscate invalid licenses. Photocopies are illegal.* Yes No
3. Is the current owner and address on the license correct? *If not, you need to apply for a new establishment license.* Yes No
4. Is the most current "Message to the Consumer" conspicuously posted in the reception area? *If no, a downloadable copy is available on the Board's website.* Yes No
5. Is the Labour Rights Notice posted conspicuously where other similar notices are posted for employees? *If no, a downloadable copy is available on the Board's website. (B&P 7353.4)* Yes No
6. Do you have a licensee in charge? *There must be a licensee in charge for purposes of the inspection.* Yes No
7. If your establishment is in a private residence, does it have an entrance separate from the entrance of the private living quarters? Yes No

PERSONAL LICENSES

All answers should be "Yes"

8. Do all of the employees have a current, valid license? *Only current, valid licenses may be displayed. The Inspector will confiscate all others. Photocopies are illegal.* Yes No
9. Is each license conspicuously posted in the licensee's primary work area? *The license must be posted whenever the licensee is working.* Yes No
10. Does each licensee have valid government-issued photo identification during work hours? Yes No

SANITATION / HEALTH & SAFETY

All answers should be "Yes"

11. Do you have containers large enough for proper disinfecting? *All non-electrical items being disinfected must be fully immersed in solution. The container must be continuously covered.* Yes No
12. Do you have a sufficient supply of disinfectant? *Label on the disinfectant must show EPA-registered with demonstrated bactericidal, virucidal, and fungicidal activity.* Yes No
13. Is the manufacturer labeled container on the premises for verification? Yes No
14. Are the correct disinfection procedures being followed on both non-electrical and electrical equipment? Yes No
15. Is the disinfectant solution mixed according to manufacturer's directions? Yes No
16. Are all supplies that cannot be disinfected, disposed of in a waste receptacle immediately after use? Yes No
17. Are neck strips or towels used to protect each client's neck? Yes No

SANITATION / HEALTH & SAFETY

All answers should be "Yes"

18. Are clean instruments stored separately from soiled instruments? Are the soiled instruments stored in a container labeled "dirty", "soiled" or "contaminated"?	<input type="radio"/> Yes	<input type="radio"/> No
19. Are new supplies and single-use, disposable tools stored in a clean, covered place labeled "New"?	<input type="radio"/> Yes	<input type="radio"/> No
20. Are the clean instruments stored in a covered container labeled "clean" or "disinfected"?	<input type="radio"/> Yes	<input type="radio"/> No
21. Are barbicide jars free from and hair or other contaminants ie: is there hair in the trap of the jar, are combs and tools washed with hot soapy water prior to being immersed in the barbicide solution?	<input type="radio"/> Yes	<input type="radio"/> No
22. Are all single use, disposable, recyclable, liners that are designed specifically and manufactured for use as a <i>sanitation method being implemented in the shop at all times</i> ?	<input type="radio"/> Yes	<input type="radio"/> No
23. Are the floors, walls, ceilings, furniture, furnishings, and fixtures clean and in good condition?	<input type="radio"/> Yes	<input type="radio"/> No
24. Is there hot and cold running water in the establishment, for all barbering services are being performed?	<input type="radio"/> Yes	<input type="radio"/> No
25. Is there a public toilet room? Is it clean? <i>Are all paper products in good supply?</i>	<input type="radio"/> Yes	<input type="radio"/> No
26. Are there hand washing facilities with hot and cold running water in, or adjacent to, the toilet room? Is soap (liquid or powder, not "community" bar, soap) provided?	<input type="radio"/> Yes	<input type="radio"/> No
27. Is the toilet room clear of all storage? <i>No storage of supplies, mops, buckets, etc., are allowed in the toilet room.</i>	<input type="radio"/> Yes	<input type="radio"/> No
28. Is potable drinking water available?	<input type="radio"/> Yes	<input type="radio"/> No
29. Is there at least one covered waste receptacle for disposal of hair?	<input type="radio"/> Yes	<input type="radio"/> No
30. Are clean towels, sheets, robes, linens and smocks stored in a clean, closed cabinet or container?	<input type="radio"/> Yes	<input type="radio"/> No
31. Are soiled towels, robes, gowns, smocks, linens and sheets stored in a closed container?	<input type="radio"/> Yes	<input type="radio"/> No
32. Is all waste, hair clippings or refuse, disposed of promptly without accumulation?	<input type="radio"/> Yes	<input type="radio"/> No
33. Do all employees wash their hands or use an equally effective alcohol based product before providing services to each client?	<input type="radio"/> Yes	<input type="radio"/> No
34. Are headrests covered with a clean towel, sheet, or paper for each client?	<input type="radio"/> Yes	<input type="radio"/> No
35. Are shampoo bowls and sinks clean and in good repair? Has the hair trap been emptied?	<input type="radio"/> Yes	<input type="radio"/> No
36. Are all containers and spray bottles correctly labeled?	<input type="radio"/> Yes	<input type="radio"/> No
37. Are poisonous substances labeled?	<input type="radio"/> Yes	<input type="radio"/> No
38. If only a portion of a cosmetic preparation is used, is it removed from the container so as not to contaminate the remaining portion?	<input type="radio"/> Yes	<input type="radio"/> No

OTHER

All answers should be "No"

39. Do employees carry supplies or instruments on or in their garments? <i>This includes scissors, holsters, and pouches.</i>	<input type="radio"/> Yes	<input type="radio"/> No
40. Are prohibited services being offered?	<input type="radio"/> Yes	<input type="radio"/> No
41. Are there any supplies, equipment, or instruments in the establishment, which can be considered a practice of medicine for the type of services being offered, e.g., chemicals, scalpels, medical supplies, needles, devices, etc.?	<input type="radio"/> Yes	<input type="radio"/> No
42. Is the establishment used for sleeping or residential purposes?	<input type="radio"/> Yes	<input type="radio"/> No
43. Are there any illegal metal instruments being used or stored in the establishment, such as razor callous shavers (credo blades), metal scrapers (graters), etc.?	<input type="radio"/> Yes	<input type="radio"/> No