

Handout from the South Dakota Cosmetology Commission

**ELECTRIC NAIL FILE EDUCATION REQUIRED as of 12/1/2006**

**BEFORE.** As of December 1, 2006, the Cosmetology Commission requires education before any licensee operates an electric nail file\*. This is a one-time educational requirement. Eight (8) hours must be completed, documentation submitted to the commission, and the verification approved by the Commission. The education must cover machine operation, types of attachments, hands-on operation, and sanitation and safety procedures that protect the client and licensee.

**AFTER** completing the education hours the licensee must send in documentation to the Commission regarding the education. The documentation signed by the instructor/company must show 1) licensee's name; 2) date of attendance or completion of course; 3) location of course; 4) instructor name and company address providing course; 5) agenda which covers machine operation, types of attachments, hands-on operation, and sanitation and safety procedures that protect the client and licensee; and 6) total number of hours completed. The licensee must submit the documentation showing completion of the course to the Commission. The documentation must be accompanied by the \$35 individual verification fee (check or money order made out to the Commission) unless the provider has been approved by the commission. (see the Commission's web page for any approved providers.) The Commission will then certify the education on the license (this will be under the licensee's name.)

**POSTING.** As always, the license must be posted in the salon where the services are provided. The electric file services then can be provided after the license is certified by the Commission and received by the licensee.

The following are the rules that apply to electric nail files education

**20:42:08:08. Continuing education to use electric nail files.** A licensee must successfully complete a minimum of eight educational hours before operating an electric nail file. The hours shall cover machine operation, types of attachments, hands-on operation, and sanitation and safety procedures that protect the client and licensee. Evidence of this continuing education must be submitted to and approved by the commission before any services are performed. After approval, the commission shall provide a certificate of continuing education approval. The commission-issued certificate shall be posted in a public place in the salon while the licensee is working.

If a licensee has started to operate a machine before January 1, 2005, the licensee shall complete an eight-hour course before December 1, 2006. If the licensee has completed any continuing education hours before January 1, 2005, the licensee may submit documentation of the education to the commission.

**20:42:08:05. Verification fee for individual licensee.** The individual licensee shall pay the commission a fee of \$35 to verify any required continuing educational course not sponsored by the commission. If the licensee attends a commission-sponsored or a commission-verified educational course, the individual verification fee is waived. **Source:** 29 SDR 176, effective July 1, 2003. **General Authority:** SDCL 36-15-13.2, 36-15-26.2. **Law Implemented:** SDCL 36-15-13.2, 36-15-26.2.

**20:42:08:06. Obtaining evidence of compliance.** Each course provider shall provide evidence of attendance or completion to each licensee that attends or successfully completes the course, as applicable. The evidence shall include documentation signed by the institution or qualified individual presenting the course that shows the date of attendance or completion of the course, location of the course or the medium used for instruction, the speaker or instructor, and the hours in attendance or required for completion. This evidence shall accompany the licensee's application for renewal of license or as required under § § 20:42:08:07 and 20:42:08:08. **Source:** 29 SDR 176, effective July 1, 2003. **General Authority:** SDCL 36-15-13(1). **Law Implemented:** SDCL 36-15-13(1).

The following are the rules that apply to electric nail files for safety and sanitation.

**20:42:04:01. General safety and sanitation physical requirements.** Any salon or booth licensed under the provisions of SDCL chapter 36-15 must meet the following physical requirements:

- (1) Provide a safe and sanitary place for any of the practices of cosmetology and equip it to give service in a manner that will protect the health and safety of both employees and clients;
- (2) Each item of equipment used on a client must be clean and sanitary at the time of use. After an item is soiled or used, it must be kept in a separate, closed, labeled container to prevent its reuse until cleaned. Compliance with this subdivision requires compliance with all provisions in this chapter;

**20:42:04:04.01. Supplemental equipment -- Electric files or drills.** Any electric file or drill and the attachments utilized in any nail procedure must be specifically designed for use on the human nail. The individual utilizing the instrument and the attachments must be able to provide that documentation upon demand. Electric file attachments must be used according to the manufacturer's recommendations.

**20:42:04:05. Required equipment -- Sanitation.** Each salon or booth must contain the following equipment:

- (4) A closed container for the disinfection of instruments used in the salon or booth. The container shall contain at all working times a bactericidal, virucidal, and fungicidal disinfecting agent that indicates on its label that it is registered with the Environmental Protection Agency as effective for its intended use. The disinfecting agent shall be used in accordance with the manufacturer's directions;
- (5) A station for each working licensee with its own clean closed container for storage of all equipment used in direct contact with clients.

**20:42:04:05.01. Sanitation and safety procedures.** The following procedures must be used for sanitation and safety:

- (2) Electrical equipment must be disinfected by removing foreign matter and applying a disinfectant which indicates on its label that it is registered with the Environmental Protection Agency and stops bactericidal, fungicidal, and virucidal activity, used according to the manufacturer's directions;
- (3) Disinfected electrical and nonelectrical equipment must be stored in separate, clean, closed containers;
- (4) Disinfecting agents must be available in the working area for immediate use at all times;
- (5) Single-use articles, such as emery boards, cosmetic sponges, and orangewood sticks, must be disposed of immediately after use in a closed waste container;
- (6) Multi-use articles must be thoroughly washed in soap and hot water, rinsed with clean warm water, and completely immersed in a commission-approved disinfecting agent of proper strength and for the necessary time period according to manufacturer instructions. Contact points of all non-immersable equipment and metal implements must be sanitized by wiping or spraying with a commission-approved disinfecting agent. After being disinfected the multi-use articles must be stored in clean, closed containers between use. Any multi-use article, tool, or product which cannot be cleaned and disinfected is prohibited;
- (9) Any disinfecting agent must stop bactericidal, virucidal, and fungicidal activity, and indicate on its label that it is registered with the Environmental Protection Agency as effective for its intended use;
- (10) All waste must be removed from the salon or booth at least daily or as needed so a container is not overflowing;
- (11) The floors in a work area must be made free of hair and other debris after each client;
- (14) Sanding bands used on electric file mandrels are for single use purposes and must be discarded after each use. Metal bits for electric files shall be properly sanitized after each client and stored in a clean, closed container until use;

**20:42:04:08.01. Prohibited products.** A salon or booth may not use the following products:

- (1) Liquid monomer nail products containing methyl methacrylate monomers (MMA).

**Remember, callus shavers cannot be used.**

**Always check with your inspector to see if there are any changes to the rules. It is your responsibility to know the rules and regulations. If there are any questions on electric nail files in South Dakota, call the Commission office at 605-773-6193.**