

Sanitation Checklist

Nail techs must juggle the task of cleaning, sanitizing, and disinfecting myriad surfaces and items at varying intervals to protect the health and safety of clients and team members. Use this checklist to make the job a little bit easier.



AFTER EVERY CLIENT

- > Wash your hands before and after each client (clients should also wash their hands before services). Avoid touching your face, eyes, mouth, etc., during services. Stay home if you are ill.
- > Dispose of single-use items (files, buffers, etc.) or gift them to the client.
- > Replace table towels.
- > Dispose of vaporous items in a covered trash receptacle.
- > Sanitize/disinfect/sterilize any multi-use implements from the previous service and place them in a clean, closed container. The proper level of sanitation is prescribed by your state board.
- > Sanitize your manicure table and your UV/LED lamp.
- > Sanitize hard surfaces that clients may have come in contact with.
- > Whirlpool pedicure spa: Clean all visible debris from the spa with soap and a disinfected brush, rinse with water, refill with clean water and appropriate amount of hospital-grade disinfectant, circulate for 10 minutes, drain, rinse with water, and dry with a paper towel.
- > Pipe-less pedicure spa: Drain water, remove impeller, footplate, and other removable parts. Scrub parts with soap, water, and a disinfected brush. Rinse and replace removable parts, refill basin with water and hospital-grade disinfectant and recirculate for 10 minutes. Drain, rinse, and wipe dry with a paper towel.
- > Pedicure bowl (with no jets, impellers, etc.): Drain water and clean all inside surfaces with soap, water, and a disinfected brush. Rinse and refill with water. Add proper amount of hospital-grade disinfectant and allow to sit for 10 minutes. Drain, rinse, and dry with a paper towel.
- > Electric file: Wipe handpiece with disinfectant, replace bit with a new or sanitized bit. (Dispose of sanding bands.)
- > Dispose of gloves and don a fresh pair for next client.
- > Change implement disinfectant as needed throughout the day. Quats solutions will become flat much faster than phenolicbased solutions. Check label for instructions.

DAILY

- > Check sanitation log to see what tasks need to be completed.
- > Empty trash receptacles.
- > Sweep floors (after every client if you also do hair).
- > Mop floors and vacuum carpets.
- > Clean glass and mirrors. (Spot clean more often if needed.)
- > Clean restroom and assure ample hand soap and paper towels. (Don't forget to clean the door handles.)
- > Wash soiled towels in hot water; dry, fold, and store in a closed cabinet.

- > Assure ample quantities of cleaning supplies, alcohol, etc., are at the nail station.
- > Sanitize phones, door handles, etc.
- > Whirlpool pedicure spas need extra attention at the end of every day. Remove and clean any removable parts (screen, etc.) as well as any areas behind them. Fill the spa with warm water and non-foaming chelating detergent and circulate for five to 10 minutes. Drain and rinse. Refill with water and the proper amount of hospital-grade disinfectant and circulate for 10 minutes. Drain, rinse, and dry with a paper towel.
- > Pipe-less pedicure spa: Fill the spa with warm water and non-foaming chelating detergent and circulate for five to 10 minutes. Drain and rinse. Refill with water and the proper amount of hospital-grade disinfectant and circulate for 10 minutes. Drain, rinse, and dry with a paper towel.
- > Pedicure bowl (with no jets, impellers, etc.): Drain and scrub with soap and water using a disinfected brush. Drain and rinse. Refill with water and the proper amount of hospital-grade disinfectant and circulate for 10 minutes. Drain, rinse, and dry with a paper towel.
- > Sanitize surfaces in the employee break room. Refrigerator handles and doors, microwave keypads, coffee pot controls all can harbor bacteria and need to be cleaned as well as the areas that come in contact with food.
- > Safety rails inside and leading to the salon should be disinfected frequently.
- > Disinfect cleaning supplies such as brushes and scrubbers.
- > Assure that autoclaves are functioning properly.
- > Premix any needed disinfectants and sanitizers.

WEEKLY

- > Check air filters on vented tables. (Change if necessary.)
- > Whirlpool or pipe-less pedicure spa: When disinfecting, do not drain the disinfectant solution and allow to remain in the unit overnight. In the morning, drain and rinse. Refill and recirculate, drain, and dry with a paper towel.
- > Dust retail items, tops of door frames, and any hard-to-reach areas where dust may accumulate.
- > Sanitize the salon washing machine by cleaning with detergent and water, rinsing, refilling, and adding bleach. Allow bleach and water to sit for 10 minutes before draining.

MONTHLY

- > Check and/or clean filters on the salon's heating, ventilation, and air conditioning systems.