**Client Consultation:**

* Greet client and escort to work area
* Assess the client’s current style.
* Determine the client’s preferences.
* Assess client’s needs
* Assess client’s scalp hair nail and/or skin to ensure that there is no inflamed, infected, broken, raised, or swollen skin or nail tissue in the area to be worked on; or an open wound or sore in the area to be worked on, infection, or infestation (i.e. lice) to prevent student from safely performing service
* Recommend treatment/service options
* Perform reaction test
* Discuss maintenance that will be required
* Review consultation

**Wash hands** **Procedure**:

* Wet hands with running water.
* Apply liquid soap.
* Wash palms to the end of wrist, back of hands to the end of the wrist, each finger, and thumb.
* Wash both hands while interlocking fingers.
* Rinse thoroughly with running water.
* Dry with a clean towel or disposable towel.

**Tool Setup Procedure**

* Ensure all tools are clean and disinfected and single- use (porous) items are new
* Ensure electrical instruments are clean, disinfected and in good working order

**Then List:**

Tools/Implements

Products

**Client Preparation**

Drape Client -including multistep procedures

Such as:

* Drape Client for shampoo/conditioner
* Turn collar inside, if necessary
* Place towel lengthwise across the shoulders, cross under the client’s chin.
* Place cape over the towel and fasten securely.
* Drape does not touch the client’s skin on the neck.

Hand services require client hand washing- including multistep procedures

**Shampoo/Conditioner Application:**

* Carefully position client’s neck in shampoo bowl
* Hold the shampoo hose and turn water on
* Adjust volume/temperature of water
* Wet hair thoroughly
* Selects the appropriate shampoo for client’s hair type and texture
* Dispense shampoo ensuring the tip of the nozzle does not come into contact with your hand.
* Apply shampoo. Begin at front hairline, using back and forth manipulations until entire head is shampooed.
* Rinse thoroughly.
* Dispense conditioner ensuring the tip of the nozzle does not come into contact with your hand.
* Apply conditioner evenly down the hair shaft to the ends without getting on scalp ensuring even distribution.
* Rinse thoroughly.
* Towel dry.
* Clean shampoo area and product dispensers.
* Return to work area.

**Service Performance:**

Product being dispensed-including multistep procedures

Tool being used safely including multistep procedures

Chemical Mixing including reading the label – including multistep procedures

Sectioning and Parting Procedure – including multistep procedures

Product being applied application – including multistep procedures

**Post Service:**

* Client follow up: Discuss maintenance and after care
* Single use items are discarded.
* Implements are placed in a closed container labeled “To Be Disinfected”.
* Place cape and used towels into closed container until laundered.
* Remove hair from work area.

**Work area cleaned and disinfected.**

* Identify proper cleaning agent and reads manufacturer’s directions.
* Follow manufacturer’s directions for mixing/usage
* Wipe work station/area with cleaning solution, to remove debris.
* Identify disinfectant that is bactericidal, virucidal and fungicidal; EPA approved for use in salon setting.
* Follow manufacturer’s directions for mixing and/or using appropriate aerosol disinfectant.
* Disinfect electrical equipment stored in clean area separate from other implements.

**Wash hands**