

**CALIFORNIA
BOARD OF BARBERING AND COSMETOLOGY**



JANUARY 9, 2023

EDUCATION AND OUTREACH COMMITTEE

**PUBLIC
TELECONFERENCE**



**CALIFORNIA BOARD
OF
BARBERING AND COSMETOLOGY**



**MEMBERS OF THE
COMMITTEE**

Tonya Fairley, Chair
Megan Ellis
Reese Isbell
Yolanda Jimenez

**EDUCATION AND OUTREACH
COMMITTEE**

**PUBLIC TELECONFERENCE
MEETING**

January 9, 2023

**10 A.M. or upon Adjournment of
the Licensing and Examinations
Committee Meeting - Until
Completion of Business**

*Action may be taken on
any item listed on the
agenda.*

The Board may take action on any
agenda item.

NOTE: Pursuant to Government Code section 11133, neither a public location nor teleconference locations are provided. Public participation may be through teleconferencing as provided below.

Important Notices to the Public: The Board of Barbering and Cosmetology will hold a public meeting via a WebEx Events. To participate in the WebEx Events meeting, please log on to this website the day of the meeting:

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m6b0e07c08e70b2acc99ab53cd1b38b10>

Webinar number: 2497 860 8961

Webinar password: BBC01092023

Instructions to connect to the meeting can be found at:

https://www.barbercosmo.ca.gov/about_us/meetings/how_to_join_webex_event.pdf

Members of the public may but are not obligated to provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make public comment; participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com.

In order to ensure all public members have an opportunity to speak and in the interest of time, public comments will be limited to two minutes unless, in the discretion of the committee, circumstances require a shorter period or longer period; members of the public will not be permitted to "yield" their allotted time to other members of the public to make comments.

As an alternative, members of the public who wish to observe the meeting without making public comment can do so (provided no unforeseen technical difficulties) at <https://thedcapage.wordpress.com/webcasts/>.

AGENDA

1. Call to Order/ Roll Call/Establishment of Quorum
2. Discussion and Possible Approval of the October 10, 2022, Committee Meeting Minutes
3. Review and Discussion Regarding Text Messaging Board Information to Licensees
4. Review and Discussion of Board Website Changes for Consumers
5. Discussion and Possible Recommendation Regarding Requiring Licensees to Disclose their Email Address and Phone Number
6. Review and Discussion of New “How to Choose a School” Pamphlet
7. Public Comment on Items Not on the Agenda
Note: The Committee may not discuss or take any action on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting (Government Code Sections 11125, 11125.7(a))
8. Future Agenda Items
9. Adjournment

The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

*Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to the Committee taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125, 11125.7(a)).

The meeting is being held via WebEx Events. The meeting is accessible to the physically disabled. A person who needs disability-related accommodation or modification in order to participate in the meeting may make a request by contacting: Natalie Mitchell at (916) 244-6644, email: natalie.mitchell@dca.ca.gov or send a written request to the Board of Barbering and Cosmetology, PO Box 944226, Sacramento, CA 94244. Providing your request is a least five (5) business days before the meeting will help to ensure availability of the requested accommodations. TDD Line: (916) 322-1700.

Agenda Item
No. 1
No Attachments

DRAFT
CALIFORNIA STATE BOARD
OF
BARBERING AND COSMETOLOGY

EDUCATION AND OUTREACH COMMITTEE MEETING

MINUTES OF OCTOBER 10, 2022

COMMITTEE MEMBERS PRESENT

Tonya Fairley, Chair
Megan Ellis
Reese Isbell
Yolanda Jimenez
Derick Matos

STAFF MEMBERS PRESENT

Kristy Underwood, Executive Officer
Carrie Harris, Deputy Executive Officer
Sabina Knight, Board Legal Counsel
Allison Lee, Board Project Manager
Natalie Mitchell, Board Analyst

1. AGENDA ITEM #1, CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

Tonya Fairley, Committee Chair, called the meeting to order at approximately 9:50 a.m. and confirmed the presence of a quorum.

2. AGENDA ITEM #2, DISCUSSION AND POSSIBLE APPROVAL OF THE JUNE 13, 2022, COMMITTEE MEETING MINUTES

MOTION: Mr. Isbell moved to approve the June 13, 2022, Committee meeting minutes. Mr. Matos seconded.

No comments were received from the public.

Motion to approve June 13, 2022, Committee meeting minutes carried; 5 yes, 0 no, and 0 abstain, per roll call vote as follows:

The committee members voted "Yes": Tonya Fairley, Megan Ellis, Reese Isbell, Yolanda Jimenez, and Derick Matos.

3. AGENDA ITEM #3, REVIEW AND DISCUSSION OF RECENT AND UPCOMING OUTREACH EVENTS AND PLANS

Ms. Underwood reported that the following events had taken place:

- August 21 and 22 – staff attended the Face and Body Skin Care and NailPro Show in San Jose.
- September 21 – staff presented at the East Bay Refugee and Immigrant Community Consolation meeting. The aim was to partner with other state organizations to help refugees coming into California that may have been licensed in their country.
- September 25 – staff attended the Jazz Z Beauty and Barber Trade Show in Anaheim, California.

Ms. Underwood provided an update on new publications:

- A new fact sheet on home salons to answer common questions about home salons and information on how to apply was created.
- The illegal tools flyer was updated to use the universal “No” symbol of the giant circle around the illegal tools with a line through it.
- The skin care machines/devices industry bulletin was updated. This was sent out to cosmetologists and estheticians to remind them of the services within their scope.

Ms. Underwood stated that staff is planning to send more email blasts. Three email blasts have already been sent to interested parties and licensees regarding the personal service permit, the industry bulletin, and home salons. Staff will continue to send at least one email blast a month.

The Board and The Department of Consumer Affairs (DCA) created two personal service permit videos to promote the personal service permit. The video targeted to licensees was posted on the website, and the consumer-targeted video is almost done. The 2022 Safe Sandal Season wrap up video was posted online. This year’s campaign wasn’t as successful as previous years.

The Committee discussed mass texts and a smartphone application (“app”). Staff felt an app is unnecessary since it would do what’s already on the website. Ms. Underwood also stated that there is a lack of IT staff who would handle the app. The Medical Board has its own app because they have IT staff within its staff. The Board’s license lookup on the website is user-friendly and can be accessed on a smartphone. Ms. Underwood proposed focusing on making the website more effective and user-friendly.

Chair Fairley indicated that the focus should be on how information from the licensees is being captured and updated. She stated that most people nowadays have email addresses and phone numbers. She felt that though it was not required to provide that information when a person is getting their license, the Board was missing a large part of the population by not capturing that information. She further suggested that there should be a way of making it mandatory to provide one of the two. Mr. Isbell agreed with the idea of a mandatory collection of information. He stated that licensees didn’t need to have it, but it should be mandatory for the Board to collect such information for communication purposes. Ms. Underwood stated that the situation was getting better with the emails. However, making it mandatory to provide the information would need to have regulations in place, which she believed could be done. Chair Fairley inquired about the regulation process, noting that most people were not getting information from the Board. She reiterated that collecting information from licensees would increase the rate at which information is delivered.

Ms. Underwood stated that the Committee could make a motion to develop regulations to require the collection of such information. Staff would then work on that regulation and bring it back to the Committee to forward it to the full Board.

Mr. Isbell reiterated that the requirement would be for staff to collect the information and not for the licensees. Ms. Underwood stated that staff currently asks for the information. Chair Fairley clarified that it is optional, even on the BreEZe website, to put in an email address or a phone number. She felt that should be mandatory, not optional. Mr. Matos mentioned that the first step would be to look into the regulatory process before adding such a feature to the website. He agreed that getting licensee information would enable sending out information, especially through mass texts. Concerning the issue of the app versus the web, Mr. Matos stated that the website should be further developed to make things smoother since it was determined that the app was not the way to go. A well-developed website would make it easier to collect licensee information. Chair Fairley agreed with Mr. Matos' sentiments, adding that people do not want to go through hurdles on the website to get the information they want.

Mr. Matos also supported sending out monthly email blasts to inform licensees of changes and new trends.

No comments were received from the public.

4. AGENDA ITEM #4, PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no comments from the public.

5. AGENDA ITEM #5, AGENDA ITEMS FOR THE NEXT MEETING

- Discuss the regulation process for making it mandatory to collect licensee information.

6. AGENDA ITEM #6, ADJOURNMENT

There being no further business to discuss, the meeting adjourned at approximately 10:11 a.m.



MEMORANDUM

DATE January 9, 2023

TO: Members, Education and Outreach Committee

FROM: Kristy Underwood, Executive Officer

SUBJECT: Review and Discussion Regarding Text Messaging Board Information to Licensees

Board staff conducted an Instagram poll asking followers if they would want the Board to send text messages. 200 individuals (78%) voted Yes and 58 voted No (22%). The Board also asked individuals to explain why they voted either way. The main points are summarized below.

Reasons For Text Messages	Reasons Against Texts Messages
<ul style="list-style-type: none"> • Texts are faster and easier to read • Like to stay informed and receive instant updates • A text saying to check my email would help • I want to know important information faster • It's easier to read than lengthy email • I want to know about my exam date • I want to keep up on regulations 	<ul style="list-style-type: none"> • I get too many texts and emails are easier to save • I don't have text messages on when working • It might be overwhelming • We can't reply back • I already get too many texts • Doesn't seem to be a need • Email is better

Below is a Pro and Con list to help with discussion.

PROS	CONS
<ul style="list-style-type: none"> • Text messages are fast and convenient for licensees to read. • Text messages do not require an internet connection, so they can be accessed almost anywhere. • The cost would be less than the cost of mailing an informational document to same number of licensees. • Licensees may feel that text messages are more personal, and the Board is able to share information in a more informal communication style. 	<ul style="list-style-type: none"> • There are costs to send text messages. DCA's Office of Information Services (OIS) already has a platform to send messages, however they would need a vetted list of cell phone numbers. If the Board were to obtain its own contract, staff would need to request quotes. However, to request quotes, Board staff would need to know how many individuals would be interested in signing up so the vendor could determine whether they could accommodate that many users. A DCA Bureau's previous contract cost approximately \$500 for 12,000 messages per year and overage usage was not allowed.

<ul style="list-style-type: none"> • Licensees would opt-in and give their permission to receive texts. If they don't like receiving texts, they have the option to unsubscribe. 	<ul style="list-style-type: none"> • Individuals would need to sign up to receive the messages. It may be difficult to reach new audiences that don't already follow the Board on other platforms. • Text messages are limited to 160 characters. Sending short messages may cause confusion or misinterpretation as there is not enough room to fully explain the information trying to be shared. • Sending text messages would be an additional workload on Board staff. The Board does not have staff dedicated to social media/outreach, so this would take away time and resources. • This may be creating more work to reach the same licensees. Licensees that want to receive updates are already subscribed to the Board's email list and follow the Board on social media, so they already receive the current updates, and that population is very low compared to the entire licensee population. This may not be the proper solution to the Board trying to reach other licensees that may not be as tech-savvy. • There may be backlash from the industry of too much communication and that we are wasting their time with the same messages being sent across different platforms. • If texts are only sent in English, information is not being shared to all licensees. However, translating the texts would be an additional cost and the Board may not have the technology to manage different lists based on language preference. • Technology is confusing to licensees that are not tech-savvy. They may try to respond to the texts not realizing it is an automated message, thus causing more confusion and frustration.
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Additional topics to discuss:

- What type of content would be sent through text messages (industry bulletins, health and safety reminders, etc.)?
- How often would the Board send text messages?

Action: The Committee shall discuss whether the Board shall further pursue sending mass text messages to licensees.



MEMORANDUM

DATE January 9, 2023

TO: Members, Education and Outreach Committee

FROM: Kristy Underwood, Executive Officer

SUBJECT: Review and Discussion of Board Website Changes for Consumers

Board staff reviewed the 2022 website analytics. The top 10 webpages visited on the Board's website were:

1. [Forms and Publications](#)
2. [Frequently Asked Questions](#)
3. [Licensee](#)
4. [Information Regarding the Examination](#)
5. [Contact Us](#)
6. [Applicants](#)
7. [Personal Service Permit Information](#)
8. [Laws and Regulations](#)
9. [Apprenticeship](#)
10. [Schools](#)

The top 10 words/phrases searched were:

1. Esthetician
2. Breeze
3. Renew license
4. Health and safety
5. Establishment license
6. Reciprocity
7. License
8. Practice Test
9. License Look Up
10. Login

To staff, this suggested that visitors were not scrolling down the homepage.

To make the website more user-friendly, staff is working with the Department of Consumer Affairs' Office of Information Security to make the following changes:

- Create a Popular Pages box on the right-hand side of the screen, so visitors do not have to scroll to the bottom for Quick Hits.
- Add the Popular Pages box to each page, so it is clearly visible, and visitors do not need to go back to the home page to find it.
- Split the Forms and Publications page to be two separate pages, so it is easier for visitors to find the exact information they need.
- Update the Contact Us page so only Board information is listed. Previously, the Bureau for Private Post-Secondary Education (BPPE) information was listed, which caused licensees to call BPPE thinking they were part of the Board.
- Create a new Resources page that has the contact information for BPPE and PSI.
- Spell out "Regulations" in Laws & Regs tab.
- Remove the File Complaint, License Search, and Manager Your License icons from the middle of the website so there is less scrolling on the homepage (and links were moved to the Popular Pages box).
- Add information regarding school accreditation.
- Add the schools' websites to the Board-approved schools list.



MEMORANDUM

DATE January 9, 2023

TO: Members, Education and Outreach Committee

FROM: Kristy Underwood, Executive Officer

SUBJECT: Discussion and Possible Action Regarding Requiring Licensees to Disclose their Email and Phone Number

At the previous Committee meeting, members suggested requiring licensees to disclose their email address and phone number to the Board. This would require a statutory change.

Below are examples of other boards' statutes and regulations pertaining to required information to be provided.

Board of Automotive Repair (statute effective as of 01/01/2022)

9884. (a) An automotive repair dealer shall pay the fee required by this chapter for each place of business operated by the dealer in this state and shall register with the director upon forms prescribed by the director.

(b) (1) The forms shall contain sufficient information to identify the automotive repair dealer, including all of the following:

(A) Name.

(B) Telephone number.

(C) Email address.

(D) Address of each location.

(E) A statement by the dealer that each location is in an area that, pursuant to local zoning ordinances, permits the operation of a facility for the repair of motor vehicles.

(F) The dealer's retail seller's permit number, if a permit is required under the Sales and Use Tax Law (Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code).

(G) Motor vehicle license plate number, if engaged in mobile automotive repairs.

(H) Other identifying data that are prescribed by the director.

(2) If the business is to be carried on under a fictitious name, the fictitious name shall be stated.

(3) To the extent prescribed by the director, an automotive repair dealer shall identify the owners, directors, officers, partners, members, trustees, managers, and any other persons who directly or indirectly control or conduct the business.

(4) The forms shall include any applicable nationally recognized and industry-accepted educational certifications and any bureau-approved educational certifications.

(5) The forms shall include a statement signed by the dealer under penalty of perjury that the information provided is true.

(c) A state agency is not authorized or required by this section to enforce a city, county, regional, air pollution control district, or air quality management district rule or regulation regarding the site or operation of a facility that repairs motor vehicles.

Board of Behavioral Sciences (statute effective as of 01/01/2022)

4990.07. ELECTRONIC MAIL ADDRESS

(a) An applicant, registrant, or licensee who has an electronic mail address shall provide the board with that electronic mail address no later than July 1, 2022. The electronic mail address shall be considered confidential and not subject to public disclosure.

(b) An applicant, registrant, and licensee shall provide to the board any and all changes to their electronic mail address no later than 30 calendar days after the changes have occurred.

(c) The board shall, with each renewal application, remind licensees and registrants of their obligation to report and keep current their electronic mail address with the board.

Board of Psychology (regulation effective 01/01/2016)

§ 1380.5. Filing of Addresses.

(a) Each person holding a license as a psychologist shall file with the board his or her address of record, which shall be used as the mailing address for the licensee and shall be disclosable to the public. The licensee may provide a post office box number or other alternate address as his or her address of record; if a post office box number or other alternate address is used as the address of record, however, the licensee shall also provide a physical business or residential address for the Board's internal administrative use, and not for disclosure to the public.

(b) Each applicant and licensee who has an electronic mail address shall provide to the Board that electronic mail address and shall maintain a current electronic mail address, if any, with the Board.

(c) Within 30 days after a change of any address above, the applicant or licensee shall report to the Board any and all changes, giving both his or her old and new address(es).

(d) Failure to comply with the requirements of this section may subject the licensee to enforcement action.

Action: The Committee shall discuss the benefit of this requirement and may make a recommendation to the full Board.



For questions, comments, or complaints, contact the Board.

BOARD OF BARBERING AND COSMETOLOGY

2420 DEL PASO ROAD, SUITE 100
SACRAMENTO, CA 95834

www.barbercosmo.ca.gov

(800) 952-5210



WHAT TO KNOW BEFORE CHOOSING A BARBER SCHOOL

MISSION OF THE BOARD

Ensuring the health and safety of California consumers by promoting ethical standards and by enforcing the laws of the beauty and barbering industry.

WHY DO I NEED A BARBER LICENSE?

Barbers are licensed and regulated in California by the Board of Barbering and Cosmetology. The Board works to ensure that barbers follow state law and infection control standards to protect consumers.



DOES THE BOARD RECOMMEND SCHOOLS?

The Board can not recommend particular schools. The Board developed this pamphlet to help prospective students know what to look for in a barber school.



THE PRACTICE OF BARBERING IS ALL OR ANY COMBINATION OF THE FOLLOWING PRACTICES:

- Shaving or trimming a beard or cutting hair.
- Giving facial and scalp massages or treatments with oils, creams, lotions, or other preparations either by hand or mechanical appliances.
- Singeing, shampooing, arranging, dressing, curling, waving, chemical waving, hair relaxing, dyeing the hair, or applying hair tonics.
- Applying cosmetic preparations, antiseptics, powders, oils, clays, or lotions to scalp, face, or neck.
- Hairstyling of all textures of hair by standard methods that are current at the time of the hairstyling.

BOARD-APPROVED BARBER SCHOOLS

The Board approves schools of barbering. For a school to be approved by the Board, it must meet the Board's minimum curriculum requirements. Courses that are taught by non-Board-approved schools will not be recognized by the Board, and any hours obtained taking these courses and any certificates received will not qualify you for a Board examination.

A list of **approved schools** can be found on the Board's website at: www.barbercosmo.ca.gov/schools/approved_schools.pdf.

Barbering programs' minimum requirements are 1,000 hours. Schools may offer programs that exceed 1,000 hours. If the minimum program requirements of the school exceed the minimum requirements for state licensure, the school shall disclose this, including a list of those programs that are not required for state licensure. Please check with schools about which programs they offer.



RESEARCH THE SCHOOL

Using the Board's list of approved schools, visit the school's website, call, or visit the campus to learn about their programs offered, curriculum, tuition costs, student services, and more. Look online for reviews from past students. Research multiple schools to see which would be the right fit for you.

To obtain a barber license, you will need to pass a written licensing exam. You can review a school's **pass/fail rates** for the licensing exam at: www.barbercosmo.ca.gov/schools/schls_rsllts.shtml.

ACCREDITATION

Accreditation is the recognition from an accrediting agency that an institution maintains a certain level of educational standards. The U.S. Department of Education maintains a database of accrediting agencies it recognizes at: <https://ope.ed.gov/dapip>. The Board can not make any recommendations on accrediting agencies.

Accreditation ensures a certain level of academic quality. Accreditation means a school demonstrates positive student outcomes, like retention, graduation, and employment. Schools approved by the Board are not required to be accredited, but that is something to recognize when researching schools.

CURRICULUM

The curriculum for a barbering course shall, at a minimum, include technical and practical instruction in the following areas:

- **100 hours in health and safety**, which includes hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases.
- **100 hours in disinfection and sanitation**, which includes disinfection procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments.
- **200 hours in chemical hair services**, which includes coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers.
- **200 hours in hairstyling services**, which includes arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving and nonchemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting.
- **200 hours in shaving and trimming of the beard**, which includes preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages.



FILING A COMPLAINT

The Board has jurisdiction over Board approved schools for violations of the Barbering and Cosmetology Act and Regulations regarding health and safety issues, meeting minimum equipment requirements, and/or operating without approval from the Board. If you have concerns under the Board's jurisdiction, you may file a complaint on the Board's website at: <https://barbercosmo.ca.gov/enforcement/complaint.shtml>. You may also submit a complaint if a school offers to sell you hours or is not teaching the required curriculum.

THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

All schools must meet the minimum operating requirements in order to legally operate. The Bureau for Private Postsecondary Education (BPPE) protects students and consumers through the oversight of California's private postsecondary educational institutions.

If you have concerns regarding fraud, contractual issues (enrollment agreement not followed), unqualified faculty, operating without BPPE approval, and disciplinary actions taken by another state or state agency, you can visit BPPE's website at <https://www.bppe.ca.gov>, call toll free at (888) 370 7589, or email: bppe@dca.ca.gov.





For questions, comments, or complaints, contact the Board.

BOARD OF BARBERING AND COSMETOLOGY

2420 DEL PASO ROAD, SUITE 100
SACRAMENTO, CA 95834

www.barbercosmo.ca.gov

800-952-5210



WHAT TO KNOW BEFORE CHOOSING A COSMETOLOGY SCHOOL

MISSION OF THE BOARD

Ensuring the health and safety of California consumers by promoting ethical standards and by enforcing the laws of the beauty and barbering industry.

WHY DO I NEED A LICENSE?

Cosmetologists, estheticians, and manicurists are licensed and regulated in California by the Board of Barbering and Cosmetology. The Board works to ensure that these licensees follow state law and infection control standards to protect consumers.

WHICH LICENSE TYPE SHOULD I GET?

Think about which types of services you would want to provide. Note that cosmetologists (hair, skin, and nail care) can provide the same services as estheticians (skin care) and manicurists (nail care).

DOES THE BOARD RECOMMEND SCHOOLS?

The Board can not recommend particular schools. The Board developed this pamphlet to help prospective students know what to look for in a cosmetology school.



THE PRACTICE OF COSMETOLOGY IS ALL OR ANY COMBINATION OF THE FOLLOWING PRACTICES:

- Arranging, dressing, curling, waving, machineless permanent waving, permanent waving, cleansing, cutting, shampooing, relaxing, singeing, bleaching, tinting, coloring, straightening, dyeing, applying hair tonics to, beautifying, or otherwise treating by any means the hair of any person.
- Massaging, cleaning, or stimulating the scalp, face, neck, arms, or upper part of the human body, by means of the hands, devices, apparatus or appliances, with or without the use of cosmetic preparations, antiseptics, tonics, lotions, or creams.¹
- Beautifying the face, neck, arms, or upper part of the human body, by use of cosmetic preparations, antiseptics, tonics, lotions, or creams.¹
- Removing superfluous hair from the body of any person by the use of depilatories or by the use of tweezers, chemicals or preparations, or by the use of devices or appliances of any kind or description, except by the use of light waves, commonly known as rays.¹
- Cutting, trimming, polishing, tinting, coloring, cleansing, or manicuring the nails of any person.²
- Massaging, cleansing, treating, or beautifying the hands or feet of any person.²
- Tinting and perming of the eyelashes and brows, or applying eyelashes to any person.¹



¹ included in the practice of skin care

² included in the practice of nail care

BOARD-APPROVED COSMETOLOGY SCHOOLS

The Board approves schools of cosmetology. For a school to be approved by the Board, it must meet the Board's minimum curriculum requirements. Courses taught by schools not approved by the Board will not be recognized and any hours obtained taking these courses and any certificates received will not qualify you for a Board examination.

The Board does not approve of manicuring, esthetics, makeup, or eyelash extension schools. Any services that fall under cosmetology must be taught in an approved cosmetology school that meets all school requirements and offers the full cosmetology course. A list of **approved schools** can be found on the Board's website at: www.barbercosmo.ca.gov/schools/approved_schools.pdf.

The curriculum minimum hours are as follows:

- Cosmetology = 1,000 hours
- Esthetics = 600 hours
- Manicuring = 400 hours

Schools may offer programs that exceed the minimum hours. If the minimum program requirements of the school exceed the minimum requirements for state licensure, the school shall disclose this, including a list of those programs that are not required for state licensure. Please check with schools about which programs they offer.



RESEARCH THE SCHOOL

Using the Board's list of approved schools, visit the school's website, call, or visit the campus to learn about their programs offered, curriculum, tuition costs, student services, and more. Look online for reviews from past students. Research multiple schools to see which would be the right fit for you.

To obtain a cosmetologist, esthetician, or manicurist license, you will need to pass a written licensing exam. You can review a school's **pass/fail rates** for the licensing exam at: www.barbercosmo.ca.gov/schools/schls_rslts.shtml.



ACCREDITATION

Accreditation is the recognition from an accrediting agency that an institution maintains a certain level of educational standards. The U.S. Department of Education maintains a database of accrediting agencies it recognizes at: <https://ope.ed.gov/dapip>. The Board can not make any recommendations on accrediting agencies.

Accreditation ensures a certain level of academic quality. Accreditation means a school demonstrates positive student outcomes, like retention, graduation, and employment. Schools approved by the Board are not required to be accredited, but that is something to recognize when researching schools.



CURRICULUM

The curriculum for a **cosmetology** course shall, at a minimum, include technical and practical instruction in the following areas:

- 100 hours in health and safety
- 100 hours in disinfection and sanitation
- 200 hours in chemical hair services
- 200 hours in hairstyling services
- 150 hours in skin care services
- 50 hours in hair removal and lash and brow beautification
- 100 hours in manicure and pedicure

The curriculum for an **esthetic (skin care)** course shall, at a minimum, include technical and practical instruction in the following areas:

- 100 hours in health and safety
- 100 hours in disinfection and sanitation
- 350 hours in skin care
- 50 hours in hair removal and lash and brow beautification

The curriculum for a **nail care** course shall, at a minimum, include the technical and practical instruction in the following areas:

- 100 hours in health and safety
- 100 hours in disinfection and sanitation
- 150 hours in manicure and pedicure

For additional minimum curriculum requirement information, please review Business and Professions Code sections 7362.5, 7364, and 7365.

FILING A COMPLAINT

The Board has jurisdiction over Board approved schools for violations of the Barbering and Cosmetology Act and Regulations regarding health and safety issues, meeting minimum equipment requirements, and/or operating without approval from the Board. If you have concerns

on the Board's website at: <https://barbercosmo.ca.gov/enforcement/complaint.shtml>. You may also submit a complaint if a school offers to sell you hours or is not teaching the required curriculum.

THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

All schools must meet the minimum operating requirements in order to legally operate. The Bureau for Private Postsecondary Education (BPPE) protects students and consumers through the oversight of California's private postsecondary educational institutions.

If you have concerns regarding fraud, contractual issues (enrollment agreement not followed), unqualified faculty, operating without BPPE approval, and disciplinary actions taken by another state or state agency, you can visit BPPE's website at www.bppe.ca.gov, call toll free at (888) 370 7589, or email: bppe@dca.ca.gov.



Agenda Items

No. 7-8

No Attachments