



BarberCosmo
Board of Barbering & Cosmetology

MAILING ADDRESS

Board of Barbering and Cosmetology
PO Box 944226
Sacramento, CA 94244-2260

MISSION

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

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The **BarberCosmo**
update

Spring 2023 Issue No. 3



Message from the President

It’s been a busy start to 2023 as we’ve already made some new changes at the Board of Barbering and Cosmetology.

As of March 1, the Board began offering the licensing exams in simplified Chinese! We are thrilled that PSI Services LLC has made this exam available and have high hopes that this will help more applicants pass the exams. As a reminder, we already offer the exams in English, Korean, Spanish, and Vietnamese, and candidates may apply to use an interpreter for any language not offered by the Board. The Board is working to have all forms and the 2023 Board of Barbering and Cosmetology Act and Regulations book translated into simplified Chinese as well.

Board staff continue to implement the strategic plan and promote the vision to set and enforce the highest level of health and safety standards and provide an environment where consumers obtain barbering, cosmetology, and electrology services with the confidence and security that their health and safety are protected.

The Board is always seeking new ways to promote diversity, equity, and inclusion. If you have suggestions, I strongly recommend you attend a Board meeting and provide public comment during the time for “Public Comment on Items Not on the Agenda.” You can view the Board meeting schedule at https://barbercosmo.ca.gov/about_us/meetings/index.shtml.

Calimay Pham
Board President

Message from the Executive Officer

Besides processing applications, reviewing inspection reports, preparing for Board and committee meetings, and answering hundreds of emails, Board staff has also been busy increasing the number of outreach events attended!

We've visited several high school career fairs to talk about what to know before choosing a barber or cosmetology school, held virtual events with colleges to explain how to get a state job, and have returned to attending in-person trade shows. We have also been working with the Sacramento Small Business Development Center by attending their events virtually and in-person to answer questions related to obtaining an establishment license and health- and safety-related questions.

On May 1, the Board held a virtual townhall to provide insight on what to expect during an inspection and explain how to stay in compliance with the Board's laws and regulations. Staff also answered over 100 questions from licensees! The Board plans to hold townhalls on a regular basis to provide helpful reminders for consumer protection and to allow licensees and those in the barbering and beauty industry a chance to ask questions. Please follow us on [Facebook](#), [Twitter](#), and [Instagram](#) to be informed of upcoming events, submit questions, and to send feedback on how we can make these virtual events even better!

Kristy Underwood
Executive Officer

Consumer Corner: Home Salons

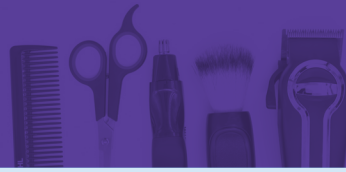
This is a reminder to consumers that licensees providing services in their homes are required to have an establishment license issued by the Board of Barbering and Cosmetology if they are providing Board-regulated services. Such services include:

- Haircuts
- Hair color
- Beard trim/shave
- Eyelash extensions
- Manicures
- Pedicures
- Facials

The individuals must also be licensed as a barber, cosmetologist, esthetician, or manicurist and working within their scope of practice. Do NOT allow any Board licensees to provide medical or invasive services to you, such as microneedling, medium or deep chemical peels, or injections.



Board-licensed establishments are subject to inspection and are required to follow state laws and regulations pertaining to health and safety. If you receive services from an unlicensed person in an unlicensed establishment, you are putting your health at risk.



Board Members



Calimay Pham, Public Member, President

Tonya Fairley, Industry Member, Vice President

Megan A. Ellis, Public Member

Kellie Funk, Industry Member

Reese A. Isbell, Public Member

Yolanda Jimenez, Public Member

Colette Kavanaugh, Industry Member

Danielle Munoz, Public Member

Jacob Rostovsky, Public Member

Steve Weeks, Public Member

Have You Considered Serving as a Board Member?

The Board of Barbering and Cosmetology currently has three vacancies and is seeking a California-licensed manicurist, barber, and an establishment owner or cosmetologist to serve as Board members.

Board members help shape the direction of the beauty and barbering industry with their collective decision-making. Board members provide policy direction, participate in voting on disciplinary matters, and approve regulation packages.

The Board holds quarterly meetings with the full Board, in addition to committee meetings whenever necessary. Board members are expected to attend Board meetings and committee meetings. Board members must also commit time to review meeting materials and attend all trainings.

If you are interested in being considered for an appointment to the Board, contact:

- [Governor Gavin Newsom's Office](#)
- [Senate Rules Committee](#)
- [Speaker of the Assembly](#)



Preparing for an Interview

Whether you're newly licensed or a seasoned professional, the interview process can be a nerve-wracking experience. Here are tips to help you prepare for your interview and land the job!

Look Confident

When you look good, you feel good! Put some effort into dressing to impress and styling your hair. You can't go wrong with the industry-standard all-black look.

Show Off Your Work

Social media plays a big part in advertising yourself and your work. Make sure your posts showcase your best work and remove anything you wouldn't want a potential employer to see. If you are not on social media, bring a portfolio of your work showcasing the different skills you have. Also, don't forget to bring a current resume!

Research the Establishment

Do your research to determine if the salon would be a good fit for you. What type of services does it offer? Would you be required to provide services you don't enjoy providing? How many licensees work there now? Feel free to prepare questions for the interviewer.

Also, be sure to check that the establishment is licensed by the Board. You can verify a license at <https://search.dca.ca.gov/>. Individuals are required to work in Board-licensed establishments. You should also see the establishment license visibly displayed in the reception area.

If you are the interviewer: Be sure to verify the individual is licensed using the link above. If you plan to have them perform a trial, be sure to tell them to bring their license and display it at the workstation.

Do You Know Someone Thinking of Going to Barbering or Cosmetology School?

Refer them to these helpful pamphlets on what to know before choosing a barbering or cosmetology school!

Barbering

Simplified Chinese

Spanish

Korean

Vietnamese

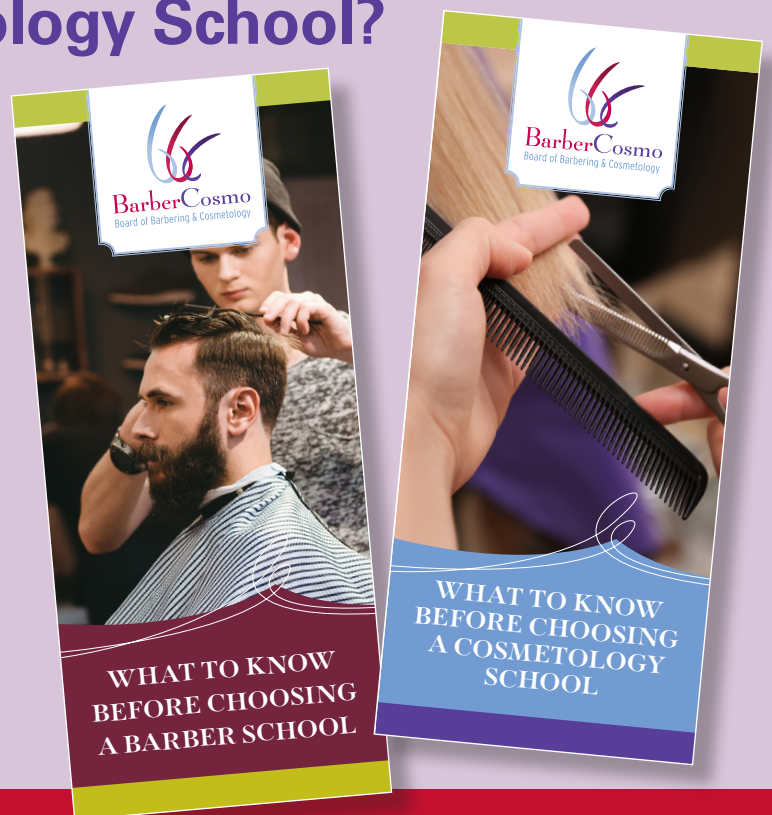
Cosmetology

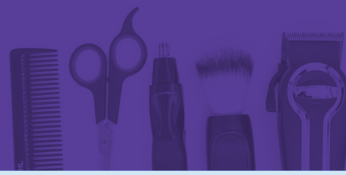
Simplified Chinese

Spanish

Korean

Vietnamese





10th Annual Safe Sandal Season

Cosmetologists and manicurists are licensed and regulated by the Board of Barbering and Cosmetology to perform manicures and pedicures. In 2013, the Board and the Department of Consumer Affairs launched Safe Sandal Season, a special campaign designed to educate consumers and licensees on safe nail salon practices.

Here are tips consumers can keep in mind when receiving nail services:

- Do not shave before your appointment. Shaving makes you susceptible to knicks and cuts, which are gateways for bacteria.
- Do not get a pedicure if you have broken skin on your lower legs.
- Check the salon for cleanliness.
- Look for a valid establishment license posted in the reception area.
- Look for a valid manicurist or cosmetologist license at the licensee's workstation and look to ensure it is not expired.
- Remember that foot spas must be cleaned between each client. Don't hesitate to ask how the foot spas are cleaned.

- Licensees must use new buffers and emery boards for each client.
- Do not allow the licensee to use a razor to remove a callus.
- If you see something, SAY SOMETHING! File a complaint or report any concerns by visiting <https://barbercosmo.ca.gov/enforcement/complaint.shtml>.

Here are some reminders licensees should already know:

- The Board has videos on how to properly clean your foot spa both in English and Vietnamese at https://barbercosmo.ca.gov/consumers/safe_sandal.shtml.
- Log each cleaning in the pedicure equipment cleaning and disinfecting log for each chair/tub.
- Maintain a well-ventilated workspace. Open doors and windows to bring in fresh air.
- Eliminate awkward body postures and hand postures to avoid pain and improve ergonomics.
- Properly disinfect your tools according to the manufacturer's instructions.
- Throw away disposable tools immediately after use.
- Do not use any razor-edged tools to remove calluses.



Waxing Safety

Cosmetologists and estheticians are licensed and regulated in California by the Board of Barbering and Cosmetology. The Board works to ensure that cosmetologists and estheticians follow state laws and established infection control standards. Here are some tips and information that consumers should keep in mind when considering and receiving a wax service.

BEFORE YOUR WAX SERVICE

- Look around to see if the salon is clean and tidy and that the tools look sanitary as well.
- Check that the cosmetologist or esthetician has their license displayed at their workstation and that it has not expired. Note that it is out of the scope of practice for a manicurist to perform a wax service.
- Make sure the licensee washes their hands before serving you. If they don't, ask them to do so. The Board also recommends licensees wear gloves during any waxing procedure.
- Check if the wax pot is clean and free of excessive wax drippings.
- Check if the wax rollers are clean. Some licensees use a roller to apply the wax instead of a wax stick. Either the roller head needs to be replaced with a fresh disposable one or the head should be cleaned and disinfected between clients.
- Ask what disinfection procedures the licensee uses and how the salon disinfects its tools.
- Make sure disposable items, such as wax sticks, are immediately thrown away after use. No double-dipping in the wax pot!
- Check that the treatment table is covered with a fresh, clean towel or a sheet of new treatment table paper.

DO NOT WAX

- Irritated, inflamed, or open wounds.
- Your legs if you have varicose veins.
- Any area that has a rash, recent scar tissue, skin graft, cold sore, mole, wart, or pimple.
- Any part of your face or body where you have received Botox or collagen injections.
- Anywhere that has been waxed within the last 24 hours.
- Over or around body piercings.
- Areas where you have recently used skin care products that contain salicylic acid, glycolic acid, and/or alpha hydroxyl acids of any kind.
- If you have recently received aggressive exfoliation of the skin, such as microdermabrasion, dermabrasion, and/or chemical peels.
- If you have taken or are using prescription medications, such as antibiotics, topical ointments, and/or acne medication.
- If you have lupus or AIDS or are in cancer therapy getting chemotherapy or radiation.
- If you have been in direct sunlight for a long period of time or in a tanning bed within the last 24 hours, or your skin is sunburned.

YOU MAY WANT TO SKIP A WAXING SERVICE

- While you are pregnant or taking birth control, hormone replacement, or antibiotics medications. During this time, your skin can be more sensitive to waxing. You may consider having your licensee perform a patch test before they attempt a full service.

(Continued on page 7)



(Continued from page 6)

- If you are a smoker or have rosacea. Dilated capillaries can be sensitive to the waxing process.
- If you take blood thinners or have diabetes or phlebitis. Please consult with your doctor before receiving a waxing procedure.
- If you recently drank a large amount of caffeine or alcohol. Stimulants and depressants can cause your skin to be extra sensitive to waxing. Wait until they are out of your system before getting a waxing service.

AFTER THE SERVICE

It is important to remember waxing services can have unfavorable results, including an allergic reaction, irritation, burning, redness, scarring, and soreness. Some skin layers can thin and possibly lift off when waxed, especially if you recently received another service or use skin care products or medications described above.



You Can Help Stop Human Trafficking

Human trafficking is a form of modern-day slavery where people profit from the control and exploitation of others. Victims of human trafficking include anyone forced to provide labor or services. Pursuant to Penal Code section 236.1, forced labor or services include, "Labor or services that are performed or provided by a person and are obtained or maintained through force, fraud, or coercion, or equivalent conduct that would reasonably overbear the will of the person." The coercion can be subtle or overt, physical or psychological, and may involve the use of violence, threats, lies, or debt bondage.

Effective January 1, establishments must post a notice informing the public and victims of human trafficking of phone hotline numbers to seek help or report unlawful activity. The notice must be posted in a conspicuous place near the public entrance of the establishment or in another conspicuous location in clear view of the public and employees where similar notices are customarily posted.

You can print the notice at https://barbercosmo.ca.gov/forms_pubs/human_traffic_poster.pdf.

STOP Human Trafficking
¡NO! a la trata de personas

If you or someone you know is being forced to engage in any activity and cannot leave – whether it is commercial sex, housework, farm work, construction, factory, retail, or restaurant work, or any other activity – **text 233-733 (Be Free)** or call the National Human Trafficking Hotline at 1-888-373-7888 or the California Coalition to Abolish Slavery and Trafficking (CAST) at 1-888-KEY-2-FREE(EDOM) or 1-888-539-2373 to access help and services.

Victims of slavery and human trafficking are protected under United States and California law.

The hotlines are:

- Available 24 hours a day, 7 days a week
- Toll-free
- Operated by nonprofit, nongovernmental organizations
- Anonymous and confidential
- Accessible in more than 160 languages
- Able to provide help, referral to services, training, and general information

Si a usted, o a alguien que conoce, lo están forzando a hacer algo y no lo dejan ir – ya sea sexo por dinero, trabajo de hogar, de campo agrícola, construcción, fábrica, o en una tienda minorista o restaurante, o cualquier otra actividad – envíe un **texto 233-733 (Be Free)** o llame a la Línea Nacional Contra la Trata de Personas (National Human Trafficking Hotline) al 1-888-373-7888 o a la Coalición de California para la Abolición de la Esclavitud y la Trata de Personas (California Coalition to Abolish Slavery and Trafficking, CAST) al 1-888-KEY-2-FREE(EDOM) o 1-888-539-2373 para obtener ayuda y servicios.

Las víctimas de esclavitud y trata de personas están protegidas bajo las leyes de California y los Estados Unidos.

Las líneas de ayuda:

- Están disponibles las 24 horas, 7 días a la semana
- Son gratis
- Están operadas por organizaciones no de gobierno y sin fines de lucro
- Son anónimas y confidenciales
- Prestan servicio en más de 160 idiomas
- Pueden brindarle ayuda, remisión a servicios, capacitación e información general

Human Trafficking Poster - English/Spanish

Reminders for Establishment Owners

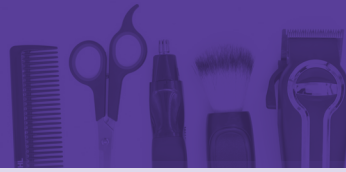
Q: I would like to hire an unlicensed person just to shampoo clients: Is this allowed?

A: No, only a licensed barber, cosmetologist, barber apprentice, or cosmetologist apprentice can shampoo a consumer's hair.

Q: Why am I being cited for violations caused by an independent contractor?

A: Pursuant to California Code of Regulations section 904(b), the holder or holders of an establishment license are responsible for implementing and maintaining the health and safety rules in the establishment individually and jointly with all persons in or employed by or working in or on the premises. Individual licensees are cited when the individual licensee can be determined and is present; however, a fine applies to the holder of the establishment license when the individual licensee cannot be determined or is not present, or the violation has been found repeatedly in the establishment.





Professionalism in the Industry

While there are no scientific or universal rules for professionalism, the Board would like to provide some suggestions for licensees to keep in mind. If or how you decide to utilize these tips is up to you, but they could help you have successful relations with your clients and co-workers.

Provide an experience, not just a service

Customer service is the assistance provided by an individual to people who buy or use their products or services. Good customer service means you are providing consumers with an easy and enjoyable experience, which will help you retain clients and grow your business. Imagine you are a client going through all the steps of receiving a service from you. Was it simple to book an appointment online or by phone? Was it easy to find parking or get to the establishment? Were you warmly greeted when you entered? Does the licensee look presentable and happy to be here? Does the establishment look clean and inviting? Did the licensee listen to what you wanted? Did you receive the desired outcome from the service? Was the licensee polite? Was paying simple and quick? Were you thanked for visiting the establishment? Look for ways to improve the overall experience beyond the technical skills of providing the service.

Build good relationships with clients

Interacting with your client isn't just a business transaction; it is a social interaction in which the client has trusted you with providing services to them. Through conversations, you can build your relationship, which turns into loyalty. Note to yourself how your client is responding to your questions. Some clients may prefer peace and quiet, while some clients enjoy the social aspect of a service.

Provide a quality service

Whether it be the products you use or a skilled technique, look for ways to improve upon your services. Attend educational seminars or classes to refine your skills, if necessary, as this is an investment into your



business and future. Have knowledge of current trends that clients may be seeking. Be sure to communicate with your client to ensure you understand what service they are seeking, whether their desired outcome is achievable, and if you can even provide that service. Do not promise to provide a service that is unrealistic.

Use your time wisely

Because many licensees work by appointment, it is important to honor those time slots and complete your work in a timely fashion. Be realistic about how much time you need to set aside to complete a service and between services to clean and organize your station. Both your time and the client's time are important. There are websites and applications that can manage your schedule for you.

Leave clients feeling great

Word of mouth often travels fast in this industry, so a happy client can lead to them returning as well as recommending you to their friends and family. Mistakes can happen but use self-control and patience when dealing with upset or unhappy clients.

Name Change

If you've recently had a name change, remember to notify the Board! Your name on your license should match your name on your government-issued photographic identification.

To submit a name change, download the Change of Name form at www.barbercosmo.ca.gov/forms_pubs/forms/chgofname.pdf. You must attach a certified court order, marriage certificate, or dissolution of marriage AND a current government-issued photo identification.

You can mail the name change form to the address on the form or you can email it to the Board at barbercosmo@dca.ca.gov. Be sure to include the two required attachments. Please put "Name Change" in the subject line of your email.

Requesting a name change will not automatically send you a new license. If submitting the name change form by email, wait until after your name change has been processed to request a duplicate license and submit the \$10 fee online through [BreZe](#).

STATE OF CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS NOTIFICATION OF NAME CHANGE		
The California Department of Consumer Affairs may recognize a name change by an applicant or licensee if that name is now his or her legal name for all purposes and if the change is not made for fraudulent purposes and is not misleading to the public.		
Important Submission Information: Submission of this form will serve as a notification of name change to all California Boards and Bureaus operating on the BreZe system. For a complete listing of which Licensing Boards and Bureaus this name change will affect, please see the back of this form. <u>Incomplete packets will not be accepted or returned.</u>		
<input type="checkbox"/> Check this box if you have included \$10.00 for a duplicate copy of your license.		
SECTION A: NAME CHANGE INFORMATION		
Former First Name	Former Middle Name	Former Last Name
New First Name	New Middle Name	New Last Name
Last Four of SSN#	License #	Date of Birth (MM/DD/YYYY)
SECTION B: DOCUMENTATION REQUIREMENTS AND OPTIONS		
You must submit photocopies or electronic copies of the following <u>two</u> required documents: 1. A current government issued photographic identification (e.g., driver license, alien registration, passport, etc.) AND 2. One of the following additional legal documents as proof of name change. Check one and attach a copy of the document.		
<input type="checkbox"/> Certified Court Order		
<input type="checkbox"/> Marriage Certificate		
<input type="checkbox"/> Dissolution of Marriage (Divorce)		
SECTION C: PERSONAL ATTESTATION		
I declare under penalty of perjury under the laws of the State of California that the information given above is true and correct and that I am the person who was issued the original California license by the Department of Consumer Affairs or submitted an application.		
I hereby certify that the name change is not made for fraudulent purposes.		
X _____		
Mail to: Board of Barbering and Cosmetology P.O. Box 944226 Sacramento, CA 94244-2260		

Did You Know?

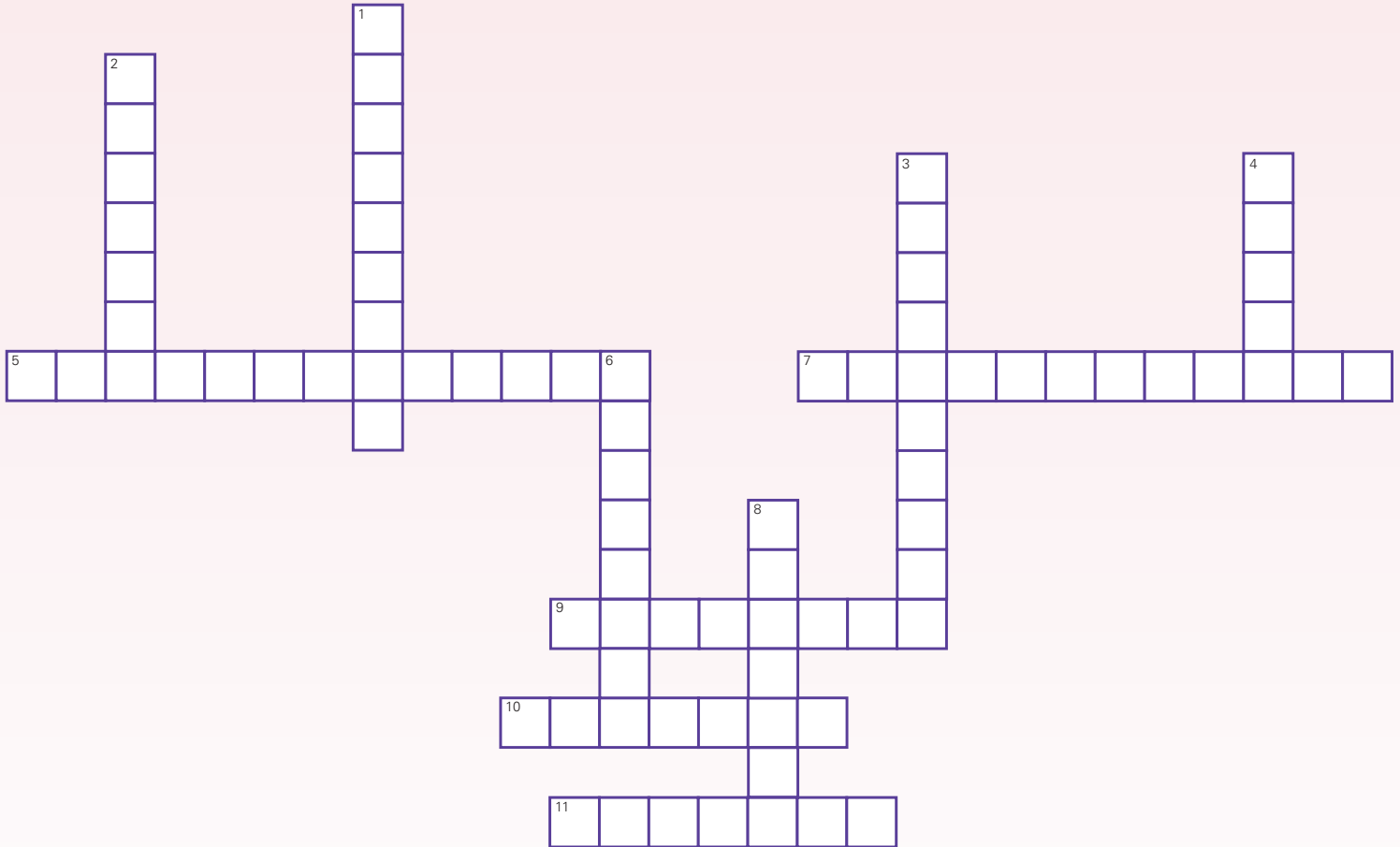


One of the most commonly cited violations is California Code of Regulations section 988 pertaining to liquids, creams, powders, and cosmetics. Here are some tips to avoid violation:

- Store all liquids, creams, waxes, shampoo, powders, gels, and other cosmetic preparations in clean and closed containers. Powders may be kept in clean shakers.
- Close product containers as soon as you remove the portion you're using.
- Distinctly label all bottles and containers of their contents (example: water, gel, oil, etc.). Anytime you are transferring products to a bottle or container, make sure it is labeled.
- Regularly check your bottles to ensure labels haven't fallen off or faded.
- When only using a portion of a cosmetic preparation, remove it from the container in such a way as to not contaminate the remaining portion. Example: When removing wax from a wax pot, avoid "double dipping" the same wax stick applicator.
- Sharpen pencil cosmetics before each use.



Board Crossword



ACROSS

5. THIS LICENSE TYPE CAN PROVIDE HAIR, SKIN, AND NAIL CARE.
7. THE PERMANENT REMOVAL OF FACIAL AND/OR BODY HAIR BY A NEEDLE OR PROBE THAT CONDUCTS ELECTRIC CURRENT.
9. SERVICE THAT OFTEN INVOLVES A FOOT SPA.
10. A LASH AND BROW SERVICE ADDED TO THE ESTHETICIAN SCOPE OF PRACTICE IN 2022.
11. LICENSEES ARE REQUIRED TO NOTIFY THE BOARD WITHIN 10 DAYS OF A CHANGE OF ... ?

DOWN

1. HOW OFTEN THE BOARD HOLDS BOARD MEETINGS.
2. THESE LICENSEES SPECIALIZE IN SHAVING BEARDS.
3. A TRAINEE THAT EARNS A WAGE WHILE STUDYING TO BECOME A COSMETOLOGIST, BARBER, OR ELECTROLOGIST.
4. LICENSEES CAN NOT REMOVE SKIN TAGS OR THESE.
6. THE BOARD SHALL CONSIST OF THIS MANY MEMBERS.
8. THIS SHOULD BE VISIBLY DISPLAYED AT A LICENSEE'S WORKSTATION.

ANSWERS

- | | | | |
|---------------|-----------------|------------------|-------------|
| 1. QUARTERLY | 4. MOLES | 5. COSMETOLOGIST | 6. THIRTEEN |
| 2. BARBERS | 7. ELECTROLYSIS | 8. LICENSE | 9. PEDICURE |
| 3. APPRENTICE | 10. TINTING | 11. ADDRESS | |



Interested In Beginning Your State Career?

Visit the Board's **[Job Opportunities webpage](http://www.barbercomso.ca.gov)** at **www.barbercomso.ca.gov** (click on the "About Us" tab and choose "Job Opportunities") to view current job announcements and information on how to apply.

Benefits include:

- Opportunities for career advancement.
- Great state retirement and medical/dental plans.
- Free on-site parking and access to public transportation.
- Work hours 8 a.m.–5 p.m. Monday–Friday, weekends off, and paid holidays.
- Hybrid telework options available.

Subscribe To the Board's Email List to Receive Updates on Regulations, Board Meetings, Important Bulletins, and More!

https://www.dca.ca.gov/webapps/barber/subscribe_email.php

Have You Recently Moved?

It is important that the Board has accurate addresses on file should the Board need to contact its licensees or applicants. Government mail is not forwarded by the post office. Remember to update your home address through **[BreEZe](http://www.dca.ca.gov)**. Licensees are required by law to notify the Board within 30 days if they change their address of record.

Have a Question?

Check out the **[Frequently Asked Questions webpage](http://www.barbercomso.ca.gov)** at **www.barbercomso.ca.gov** for answers to your questions!

Contact Us

- Applicants, licensees, and members of the public may call (800) 952-5210 or email **barbercosmo@dca.ca.gov** for questions not answered on our **[FAQs page](http://www.barbercomso.ca.gov)**.
- School owners and administrators may email **BBC.Schools@dca.ca.gov**.
- Apprenticeship sponsors may email **BBC.Apprentice@dca.ca.gov**.