

COVID-19 Preparedness Plan for Marguerite's Skincare Plus

Marguerite's Skincare Plus is committed to providing a safe and healthy workplace for Marguerite Hedren, and her clients. To ensure she has a safe and healthy workplace, Marguerite's Skincare Plus has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Marguerite is responsible for implementing this plan.

Her goal is to mitigate the potential for transmission of COVID-19 in her studio and communities, and that requires full commitment from Marguerite and strong communication her clients. Only through a cooperative effort can we establish and maintain the safety and health of all persons in this studio. The COVID-19 Preparedness Plan is administered by Marguerite Hedren, the owner, who maintains the overall authority and responsibility for the plan.

Marguerite holds an Advanced Practice Esthetician Manager's licenses, issued by the MN Board of Cosmetology, which also licenses the space occupied by the business called Marguerite's Skincare Plus. Marguerite Hedren is the owner. Marguerite is committed to and responsible for implementing and maintaining each and every aspect and provision of this plan. Our health is our most precious possession and Marguerite's Skincare Plus is serious about safety and health and protecting herself individually and her clients.

Marguerite's Skincare Plus's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, Minnesota's relevant and current executive orders and the MN Board of Cosmetology. Marguerite's Skincare Plus has reviewed and incorporated the industry guidance applicable to her business provided by the state of Minnesota for the development of this plan, including industry guidance for Salons. Additionally, our state board already requires safety

and sanitation practices by law and has provided detailed guidance on operation protocols and procedures since allowed to re-open on June 1 2020.

As of July 25 2020, and per the Governor's Executive Order 20-81, the MN State Mask Ordinance also applies to Marguerite's Skincare Plus and must be honored by all upon entering.

- Specifically, Marguerite wears 2 masks at all times while clients are in the space of Marguerite's Skincare Plus. With N95 masks reserved for health care workers and until a suitable N95 is available, Marguerite wears a triple layer paper mask, with a triple layer fabric mask over the paper mask, that fits as tightly as possible over the nose and mouth.
- She has always seen one client at a time. She now schedules 60-90 minutes between clients to provide time for the deep cleaning and extra measures for safety and sanitation required by this Preparedness Plan.
- Clients must wear a mask when entering the premises, where they are met, and the door is opened for them. **If a client is unable to wear a mask for medical reasons, the esthetician wears both mask and face shield, upon the client entering and throughout the client's visit and time on the premises**

Health Screening is administered as provided by MN Department of Health, MDH

- Client's temperature is taken with touchless infrared device and recorded
- Clients remove shoes and wear sanitized footwear that we provide
- Clients are then asked to wash their hands for 20 seconds before entering the facial room to change and get into the bed
- **The door is locked. All deliveries are left outside the door with the exception of linen service which is once every 2 weeks**
- **Once the client removes his or her mask, and throughout the duration of that time, Marguerite is**

wearing both masks and a face shield, *with no exceptions*. This increases protection of both the esthetician and the client.

- **Additionally, any consulting on service agenda is completed in the reception area and with at least 6 feet separating the client and the esthetician. The 6-foot separation is maintained during as much of the client's visit as possible.**
- **Conversation is curtailed during the time the client is in the facial room**
- **Once the client is settled, shutters and treatment room door are opened to facilitate air flow.**
- **Additionally, clean air flow is facilitated by our HEPA filtration unit which removes and traps particles to .03 microns. This unit runs throughout the service and is turned up between clients to further clean the air.**
- **We also employ air flow from the HVAC system, another fan in the reception room, and an open window in all seasons**
- **Gloves are worn throughout much of the service, but our MN board does allow gloves to be off when appropriate, such as evaluating the client's skin**
- **Additionally, the MN Cosmetology Board has not prohibited us from doing any services she already offers, such as Microcurrent/Myotonolgy or LED Light Therapy**

Additional protections are:

- **Surfaces have been largely cleared to assist in disinfection practice of spraying down our EPA registered, hospital-grade, virucidal, fungicidal, tuberculocidal disinfectant between clients**

- Retail shelves are empty of products, clients may still purchase items but do not browse. Retail is kept in closed cabinets and are procured for the client by the esthetician
- Clients are permitted to pick up orders inside the premises only if no other client is present. An outside pick up box is available, or the client's order is mailed.
- The steamer is not used during this COVID-19 protection time
- Rugs have been removed in the treatment room and the bathroom, to further protect the client and to ensure a cleaner environment
- Regular housekeeping is implemented, including disinfecting all surfaces between clients, doorknobs, faucet and toilet handle whether the client may have touched or not.

Sanitation and Disinfection practices for Marguerite are already required by law with the following:

- **Any implements used in services such as brushes, mask dishes, bowls are washed in hot soapy water, rinsed and then submerged in hospital-grade, virucidal, fungicidal disinfectant for the required time. Then rinsed and allowed to air dry. If an implement such as My Skin Buddy is used it is wiped thoroughly with alcohol, and a toothbrush is used to remove any residues of mask or cleanser and then re-wiped. Additionally, we have disinfectant wipes that kill Corona Virus in 1 minute and these are used, then the device is wiped again with alcohol to ensure no residue of the powerful wipes remain to touch a client's skin**
- **All surfaces in the treatment room are sprayed with disinfectant and wiped with cleaning solution or alcohol wash where client or esthetician might touch**

- **Client changing area has been simplified, the upholstered chair has been replaced with a simple wood armchair and the seat cover is changed for each client and the chair is disinfected.**
- **We have increased COVID-19 safety on the facial bed. Under the sheets are 3 additional washable layers, between the client and the mattress. The bedding and the additional layers are completely changed, fresh and clean for each client.**
- **Floors are cleaned and disinfected in both the facial room and the bathroom between every client.**

Policies and procedures that ensure Marguerite works in a healthy body state are heightened during the COVID-19 Pandemic.

- If she feels any of the symptoms listed on our MDH health screening, she requires herself to self-monitor and reschedule the client's appointment
- Likewise, clients' appointments are confirmed ahead with the assurance that cancellations are no problem, should anyone feel symptoms, even last minute
- Multiple hand-sanitizing products are available for clients and esthetician's use and frequent handwashing is required for estheticians
- Single use cloth towels are still available in the restroom. These are replaced after each client.

All policies stated here are open to review and change as protocols are updated by MDH, our MN Cosmetology Board or the CDC

**This plan is certified and written by
Marguerite Hedren, owner Marguerite's Skincare Plus**