

Nova Scotia Tanning Salons Safety Protocols for COVID-19

The Joint Canadian Tanning Association (JCTA), in conjunction with the Nova Scotia Department of Health and Wellness have provided the following protocols to guide members through the process of returning to work after the State of Emergency is lifted. These protocols serve as a base requirement for all members. Any additional precautions members wish to pursue are at their own discretion. Due to the rapid evolution of information, policies may change quickly to best suit the safety of our members and the public. JCTA is committed to providing up-to-date information to our members as it becomes available. If you have questions pertaining to the protocols or information regarding a safe return to work, please contact JCTA at: info@TanCanada.org or by phone at: 1.800.915.0367.

All members are responsible for adhering to the guidelines and statements set forth in this protocol. The protocols serve to assist in stopping the spread of COVID-19 and to protect the health and safety of all Canadians. Using these guidelines, each workplace must develop their own site-specific return to work plan. The following provincial website offers some tips and advice: <https://novascotia.ca/reopening-nova-scotia>.

The practice of indoor tanning is not permitted in the province of Nova Scotia until the Chief Medical Officer of Health (CMOH) lifts the restriction. At that time, members who are able to abide by the protocols and restrictions may resume working. Members who are unable to adhere to these protocols will not be permitted to do so. If you feel that you are not able to return to work safely and confidently, you may return at your own pace.

Together we can prevent the spread of COVID-19 and keep our province healthy.

1. Government of Nova Scotia Weblink to help you reopen:

- Please refer to updates and information on the Nova Scotia government website for reopening <https://novascotia.ca/reopening-nova-scotia/>.
- Further resources, factsheet and posters can be found here <https://novascotia.ca/coronavirus/resources/>
- Nova Scotia website – “COVID-19: symptoms, self-isolation and when to seek help” should be reviewed by owners and staff <https://novascotia.ca/coronavirus/when-to-seek-help/>. Call 811, if you have any one of the COVID-19 symptoms, or any other symptoms that concern you, call 811 for assessment by a nurse.
- Review Nova Scotia website “Guidance for employers and employees on how to keep workplaces safe and prevent the spread of COVID-19” <https://novascotia.ca/coronavirus/working-during-covid-19/>

2. Educate Staff on COVID-19

- Basic transmission facts:
 - Coronavirus is transmitted via **larger liquid droplets when a person coughs or sneezes but also potentially when they are talking in very close proximity to another person.**
 - This requires you to be in close contact – less than the so-called social distancing of 3 – 6 feet. This is referred to as ‘droplet’ transmission and is believed to be the primary way COVID-19 is transmitted.
 - In addition, droplet transmission is much more likely when in close contact in an indoor setting. COVID-19 can also be transmitted through droplets in the environment if someone **touches the contaminated area then touches their face or eyes without cleaning their hands.** This speaks to the importance of regularly cleaning one’s hands and also cleaning of high touch areas in the environment.
 - A key issue in transmission is the median incubation period (the time from infection to appearance of symptoms) and the serial interval (the time between successive cases) for the

Covid-19 virus. The **serial interval for Covid-19 virus is estimated to be 5-6 days**. The serial interval is 3 days for influenza with transmission taking place in the first 1-3 days of illness, **pre-symptomatic transmission** (transmission of the virus before the appearance of symptoms) being a major driver of transmission for influenza. For Covid-19 there are some emerging indications that there are people who can shed Covid-19 virus 24-48 hours prior to symptom onset, but at present, the WHO suggests that this **does not appear to be a major driver of transmission**. However, we need to acknowledge that there is debate about this and that at this time we cannot be categorical. The virus in these droplets then can enter the body of another person when that person breathes in the droplets or when the droplets touch the **eyes, nose or throat** of that person.

3. 2-Meter Distancing requirement

- Owner will mark floor showing 2-meter distancing requirements – client to adhere to floor marking
- No more than 1 client per piece of equipment will be allow in the facility.
- Set waiting room area – chair to be 2 meters apart.
- When a client approaches the front counter staff and client will maintain 2-meter distancing. If this cannot be maintained, masked will be used. If masks are not used a Plexi Glass shield will be installed to separate client and staff
- If you can't maintain social distancing because of the physical size of your business, you must limit the number of customers or clients to no more than 5 people at a time.

4. Staff Control

- Educate staff on the transmission of COVID-19 – see section 1 and Nova Scotia government website for the most up to date information <https://novascotia.ca/coronavirus/when-to-seek-help/>.
- Do not allow staff to come to work that have current symptoms of COVID-19, such as: <https://811.novascotia.ca>. Use the same criteria as booking appointments for clients – see section 5. Appointments.
- Staff is not allowed to touch a client – this normally does not happen.
- If product is passed from staff to client, it will be cleaned first
- Staff will step back 2 meters from client when client need to access the front counter – receiving product, credit card transactions, registering for a tanning session.
- Client will not be allowed to enter the tanning room when staff is in cleaning the equipment, which will include cleaning of any contact point client would have touched – chairs, door handle etc.
- Client will only be allowed in the room after the room has been cleaned

5. Appointments

- Only allow pre-booked appointments, if possible.
 - When booking appointments, each client should be asked to complete the following declaration: “In an effort to protect our guests and staff at this time, I have a few questions to ask you regarding COVID-19.”
 - Do you have current symptoms of COVID-19, such as: <https://811.novascotia.ca>
 - a. fever, (i.e. chills, sweats)
 - b. cough or worsening of a previous cough
 - c. sore throat
 - d. headache
 - e. shortness of breath
 - f. muscle aches
 - g. sneezing
 - h. nasal congestion/runny nose

- i. hoarse voice
 - j. diarrhea
 - k. unusual fatigue
 - l. loss of sense of smell or taste
 - m. red, purple or blueish lesions on the feet, toes, or fingers without clear cause
- If you have travelled outside of the province have you isolated for two weeks?
- If the client answers yes to any of the above questions or if they become symptomatic at any point prior to their scheduled appointment, ask them to postpone their session until they are well and symptom free. They should also be advised to use the 811 on-line self-assessment <https://811.novascotia.ca> if they are unwell the day of the appointment and only attend if they are not told they need to be tested for COVID-19.
- Communicate the facility's risk protocols to customers before the appointment (this can be done on an online booking system but should require active consent) and again verbally when they arrive, including that:
 - Customers need to remain at least 2 meters away from people while using the facility
 - Customers should reschedule the appointment if they become sick, symptomatic, or are placed on self-isolation.
- Minimize exposure between workers and customers by:
 - Ensuring customers do not arrive more than 5 minutes before the appointment.
 - Staggering appointment times and setting up the waiting area so customers can remain at least 2 meters apart.
 - 2 meters markers for line-ups outside facility.
 - Removing waiting area tables and chairs to increase waiting area floor space
- A registry of all people entering the salon should be kept to aid in contact tracing if required. This
- would include people in the salon aside from clients (e.g. couriers, etc.). This is not an open sign-in book and should be kept and managed privately by the salon. This registry must be kept while this directive remains in place.

6. Front desk and sales

- Minimize contact between front desk customer service and sales workers.
- Install Plexiglas barriers between workers and members.
- Place markings on the floor to ensure at least 2 meters between workers and customers, and between each customer in line.
 - Ensure workers step back when customer is paying to maintain 2 meter distance
 - Minimize use of cash and limit handling of debit/credit/membership or other cards.
 - Set up pre-order sales online or by telephone.
 - Minimize the handling of physical documents.
 - Avoid use of common pens for sign-in sheet for visitors.
- Wipe down the POS machine after each use
- Provide front desk and other customer-facing workers with hand sanitizer for their use only.
- Clients must wash their hands or use hand sanitizer at the front door upon arrival in the facility.
- Remove unnecessary communal items, such as candy, magazines and complimentary phone chargers.
- Provide a safe place for customers to dispose of used sanitizing wipes and other personal protective equipment when entering and exiting the facility.
- Avoid offering beverages or snacks in reception area.
- Replace water coolers with dispensers and water fountains by providing bottles of water.

- Keep a record of all visitors for the past 14 days to allow for contact tracing in case of infection. This would include couriers and anyone else entering the facility.

7. Front Door Signage

- Signage for front door; PLEASE DO NOT ENTER IF YOU HAVE THE FOLLOWING:
 - You have symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing, in the past 10 days.
 - Anyone under the direction of the provincial health officer to self-isolate
 - You have arrived from outside of the Province, or who is a contact of a confirmed COVID-19 case for 14 days.
- Further resources, factsheet and posters can be found here <https://novascotia.ca/coronavirus/resources/>

8. Tanning rooms and equipment

- Allow no more than 1 client in per piece of equipment.
- Workers and clients should never be in a sunbed/sunless room at the same time.
- Allow the client to come out of the room first and then have workers clean the room.
- Ensure equipment and other high touch surfaces are fully sanitized between each use and allowed to air dry naturally before the next use.
- Leave cleaning solution on for twice as long as you did before.
- Clean your equipment inside as well; vacuum all equipment filters and fans
- Workers should wear single-use, disposable droplet PPE, including a procedural/surgical mask and eye protection plus an apron to protect clothes during cleaning; ensure protocols for donning and doffing PPE is communicated and properly disposed of after use.
- Use Hospital grade cleaner specifically design for Sunbeds.
- Place hand sanitizer with a minimum of 60% alcohol in dispensers near equipment

9. Lobby Area

- Have staff clean surfaces hourly in the lobby area, including main touch point areas such as credit card machines and counters. If a client sits in a chair or picks up any products, clean them right after. If you have a new client using a clipboard and pen to complete intake documents, clean and sanitize both immediately before allowing further use
- Washroom should be cleaned after each use. Have clients let you know when they have used the washroom

10. Linens and towels

- Leave fresh linens and toiletries in a safe place for customers to self-service to minimize contact with workers.
- Provide a linen or plastic bag for the customer to place their dirty linens in.
- Advise customers to tie laundry and waste bags shut and leave them in a safe place for collection and collect regularly.
- Do NOT shake dirty laundry. This minimizes the possibility of dispersing the virus through the air
- Place dirty laundry directly into a linen bag without sorting. Do not overfill bags.
- Clearly mark laundry bins as 'clean' or 'dirty'. Ensure dirty laundry only contacts dirty laundry bins, and clean laundry only contacts clean laundry bins.

- Clean and disinfect clothes hampers according to manufacturer's guidance. Consider using a liner that can be laundered.
- Wash and dry items in accordance with the manufacturer's instructions. Use the warmest possible water settings. Dry all items thoroughly.

11. Ventilation

- Consider general ventilation adjustments at the workplace, such as increasing ventilation and increasing the amount of outdoor air used by the system. Maintain the indoor air temperature and humidity at comfortable levels for building occupants.
- For complex buildings, consult with a ventilation technician or other expert in adjusting the system.
- If using portable fans or air conditioners, make sure they are arranged so they do not exhaust from one worker to another.

12. General sanitation

- Ensure high touch surfaces are cleaned frequently. This includes doorknobs and handles, telephones, elevator panels and buttons, light switches, tables, chairs and work surfaces in staff rooms, desktops, and washrooms.
- Ensure workers can take frequent handwashing breaks so that they can wash their hands with soap and water for at least 20 seconds.
- Place hand sanitizer with a minimum of 60% alcohol in dispensers near entrances/exits, equipment, doors, and other high-touch locations.
- Make trash bins available for disposal of sanitary products such as disinfectant wipes.
- For flooring:
 - Only use vacuum cleaners equipped with exhaust filters, preferably HEPA filters, for carpeted areas.
 - Built-in vacuums are ideal.
 - Do NOT use vacuums without an exhaust filter.
 - If using a steam cleaner, ensure it reaches a minimum temperature of 71°C, unless the floor coverings are not heat tolerant.
- For removal of waste:
 - Ensure staff wear disposable gloves.
 - Use a single, sturdy, leak-resistant garbage bag.
 - If a garbage bag is punctured or contaminated, it should be placed into a second bag.
- Items that cannot be easily cleaned and disinfected should be removed.