



September 1, 2020

Barbershop Standard Operating Procedures During a Catastrophic Health Emergency

.01 APPLICABLE TO:

This Standard Operating Procedure is applicable to all inmates receiving haircuts within all DPSCS facilities during a catastrophic health emergency.

.02 PROCEDURES:


A. The **managing official** of each facility shall ensure:

- (1) A haircutting schedule based on the facility's daily operations and availability is implemented to effectively operate the barbershops.
- (2) Barbershops operate at a capacity that allows for six feet separation or more between inmates to ensure social distancing is maintained, in accordance with the guidelines established by the Center for Disease Control (CDC).
- (3) Establish schedule of capacity for each session by appointment slots to comply with the following:
 - (a) No reception holding of inmates unless the holding area can comply with social distancing 6 ft. or more;
 - (b) All inmates shall wear their mask in the reception area and barbershop; and
 - (c) Display COVID -19 signage in the barbershop and reception area.
- (4) All inmate issued personal protective equipment (PPE) shall be in accordance with all CDC and Maryland Department of Health (MDH) guidelines, and shall be properly sanitized.
- (5) All barbers adhere to the National Interstate Council of State Boards of Cosmetology Reopening checklist or referring to Maryland Department of Labor checklist.
- (6) Inmates are prescreened by officers for COVID-19 symptoms and be checked for an elevated temperature.
- (7) An inmate barber is:

- (a) Placed in quarantine for 14 days prior to initiation of barbering;
 - (b) Receives a COVID-19 test on the first day of quarantine; and
 - (c) Receives another test at least three days prior to beginning barbering.
- (8) An inmate barber only initiates a haircut schedule after the tests results for COVID-19 have been confirmed negative.
- (9) An inmate barber is tested:
- (a) Weekly for COVID-19; and
 - (b) Daily for COVID-19 Symptoms and elevated temperature.
- (10) The following personal protection equipment is issued to an inmate barber:
- (a) A washable smock;
 - (b) Issued a disposable mask; and
 - (c) Disposable gloves.
- (11) An inmate barber:
- (a) Is issued a sufficient supply of hand sanitizer and soap to maintain proper hand hygiene throughout the day; and
 - (b) Discards each pair of disposable gloves upon completing each haircut.
- B.** The correctional officers shall ensure the inmate receiving the haircut:
- (1) Is checked for an elevated temperature;
 - (2) Answers all questions related to the onset or expression of COVID-19 symptoms;
 - (3) Practices proper hand hygiene before and after the haircut; and
 - (4) Is issued a disposable mask upon entering the barbershop.
- C.** The inmate barber shall:
- (1) Be issued:
 - (a) A new disposable mask only if the mask becomes soiled or wet;

- (b) A new washable smock, only if the smock becomes soiled or wet; and
- (c) New non-latex gloves before beginning a haircut with a new client;
- (2) Only provide a basic haircut. No beard, mustache, or detail grooming shall be received at this time.
- (3) Ensure proper hand hygiene is performed between each client and new gloves are donned;
- (4) Ensure all barbershop equipment such as clippers, blades, blade guards, combs, chairs, and stool are sanitized after each use;
- (5) Document in the barbering log the cleaning of all barbering equipment, to include countertop, floors, doorknobs, between each client;
- (6) Ensure that his or her clothes are washed after each barber cutting session; and
- (7) Shower immediately upon returning to his or her housing unit.

.03 AUTHORIZED BY:



Wayne Hill, Acting Deputy Secretary of Operations

.04 DISTRIBUTION:

A
D
L