

Call to Order

WHO: Health Licensing Office (HLO)
Board of Cosmetology
Joint Qualifications and Rules Advisory Committee Meeting

WHEN: Thursday, October 29, 2026, at 9:30 a.m.

WHERE: 1430 Tandem Ave. NE, Suite 180, Salem, OR 97301

What is the purpose of the meeting?

The purpose of the Joint Qualifications and Rules Advisory Committee (Committee) meeting is to conduct business related to cosmetology. A copy of the agenda is provided with this notice. Go to <https://www.oregon.gov/oha/PH/HLO/Pages/Public-Meetings.aspx> for current meeting information.

May the public attend open sessions during meetings?

Yes, members of the public, interested parties, and the news media are invited to attend all public meetings.

May the public attend by way of teleconference (call-in) or videoconference?

Yes, options to attend the meetings by teleconference or videoconference will be available through Zoom. See the options below:

Ways to attend:	How to attend the meeting: (If not attending in person, follow one of the options below)		
	Join By:	Meeting or Conference ID:	Passcode:
Zoom (audio/video)	Click here to join the meeting	165 155 2455	488747
Zoom (audio only)	(669) 254-5252	165 155 2455	

May the public provide comments during the meetings?

Public and interested parties' feedback will be heard if available and stated on the agenda. Public comments are limited to matters listed on the meeting agenda or topics relevant to what this Board and Committee have statutory authority to

regulate. The chairperson and HLO reserve the right to end a person's comment early and have HLO staff mute the public member if the comment is disruptive or does not pertain to matters listed on the meeting agenda or topics relevant to what this Board or Committee have statutory authority to regulate. Comments will not be allowed that are longer than the time allotted.

Instructions for attending a meeting:

- Email your full name to Josh Page at josh.page@oha.oregon.gov and let him know if you would like to make a public comment.
- The HLO asks that individuals attending through video conference keep their cameras off and their phones or microphones muted during the entire meeting until they are given an opportunity to comment during the Public and Interested Parties Feedback period.
- Representatives of the news media who are interested in attending an executive session are asked to contact Josh Page at josh.page@oha.oregon.gov to make arrangements.

Notification of recording:

The meeting will be recorded. By attending this meeting, you consent to being recorded. The recording may include any information associated with you while attending the meeting, such as your voice, image, name, and phone number. The final video recording of the meeting will be posted to the HLO YouTube Channel. By attending this meeting, you consent to the public display of any information associated with you in the video recording.

What if the Committee enters executive session?

Prior to entering executive session, the Committee chairperson will announce the nature of and the authority for holding an executive session. Members, designated participants such as staff, and representatives of the news media shall be allowed to attend the executive session. All other audience members are not allowed to attend the executive session. Audience members attending the meeting through video conference will be in an electronic room separate from the executive session. Audience members may choose to disconnect during executive session and later rejoin the meeting. Anyone joining the meeting while in executive session will be placed in an electronic room separate from the Committee and rejoined when the meeting returns to open session. The Committee will return to open session before taking any final action or making any final decisions.

Who do I contact if I have questions or need special accommodations?

If you have any questions about accommodations or need assistance to participate, please contact Josh Page at josh.page@oha.oregon.gov, or by calling (503) 934-0720; or Krissy Pickett at krissy.pickett@oha.oregon.gov, or by calling (503) 378-2093. All relay calls are accepted.

Meeting Agenda

Thursday, October 29, 2026, at 9:30 a.m.

#	Topic	Content
1	Call to Order Review of Agenda	• Call to order • Agenda overview
2	Review Rules & Gathering Information for Drafting Rules	• HB 2380 (2025) • Review draft rules: OAR 817 Division 005 to 120 -Provisional certificate ▪ Qualifications requirements ▪ Supervisor qualifications and requirements ▪ Fees -Supervision requirements ▪ Direct and indirect supervisions ▪ Practical operations ▪ Supervisor to provisional certificate holder ratio --Practitioner certificate through the provisional certificate pathway ▪ Qualifications requirements ▪ Education, experience and training ▪ Certificate of completion -Practical examination ▪ Practical examination assessment tool ▪ Requirements to proctor practical examination (who, what & where) ▪ Proctor approval process ▪ Retake examination requirements
Working Lunch		

6

3	Additional Rule Review	• Fees: Application, initial & renewed certificate • Definitions • Civil penalty schedule • Other housekeeping rules
4	Fiscal Impact & Racial Equity Statement	• Fees: Application, certification & renewal • Effect on the public and small business • Cost of compliance • Gather information and resources
5	Executive Session	Pursuant to ORS 192.660(2)(f), ORS 192.355(9)(a) & ORS 40.225 for the purpose of considering information exempt from public disclosure. (legal advice)
6	Board Approved Curriculum for Proficiency-based Schools & Provisional Certification	Adopt Curriculum by Reference • Barbering: Practical experience hours & operations • Esthetics: Practical experience hours & operations • Hair design: Practical experience hours & operations • Nail technology: Practical experience hours & operations
7	Board Approved Curriculum for Hour-based Schools	Adopt Curriculum by Reference: • Barbering: Theory hours & operations • Esthetics: Theory hours & operations • Hair design: Theory hours & operations • Nail technology: Theory hours & operations
8	Renewal Requirements	• Renewal limitations • Actively working toward • Additional renewal requirements • Dormant status
9	Draft Forms ~ Application Curriculum	• Provisional certificate application • Supervisor application • Education assessment tools • Proctor practical examination applications • Practical examination assessment documentation for proctor • Applicant practical examination information

		• Practitioner application
10	Public and Interested Parties Feedback Period	



Draft Rules

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****DIVISION 5****DEFINITIONS, FEES & BOARD ADMINISTRATION****817-005-0005****Definitions**

The following definitions apply to OAR Chapter 817, Divisions 5 through 120.

- (1) "Adequate ventilation" means ventilation by natural or mechanical methods that ~~removes~~ **remove** or exhausts fumes, vapors, or dust to prevent hazardous conditions from occurring in accordance with OAR Chapter 437, Division 2, or to allow the free flow of air in a room in proportion to the size and capacity of the room.
- (2) "Affidavit of Licensure" means an original document or other approved means of verifying licensure history, including information disclosing all unresolved or outstanding penalties and disciplinary actions. Refer to OAR 331-030-0040.
- (3) "Article" means those items that complement services provided in the practice of barbering, hair design, esthetics, or nail technology, including, but not limited to, neck-strips, towels or linens, and cloth or plastic capes.
- (4) "Authorization" has the definition set forth in ORS 676.562 and means a certificate, license, permit, or registration issued by the Health Licensing Office that allows a person to practice one of the occupations or

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

professions or maintain a facility subject to the authority of the boards and councils listed in ORS 676.565 **and include demonstration permits and registrations for independent contractors.**

(5) "Barbering" has the definition set forth in ORS 690.005.

(6) "Board" means the Board of Cosmetology.

(7) **"Certificate of Completion" means a document prescribed by the Office showing proof an applicant has completed all curriculum requirements adopted by the Board for each field of practice in which the applicant has received training. An official Certificate of Training must be submitted directly to the Office by the approved supervisor through mail, email, or fax. An official Certificate of Training must include:**

(a) Applicant identity information, including first and last name and date of birth.

(b) Training information including the training start date, withdrawal date if applicable, and completion date.

(c) Each field of practice in which the applicant has completed training.

(d) Specific hours of practical experience and number of practical operations completed for each field of practice pursuant to the prescribed curriculum listed in OAR 817-006-0002.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(e) Final practical examination scores for each field of practice and the date each practical examination was administered.

(f) A signature from the supervisor, approved by the Office.

(g) Training facility name and location.

~~(7)~~ **(8)** "Chemical service" means the use of any product that restructures or removes hair or changes the shape or appearance of skin, hair or nails.

~~(8)~~ **(9)** "Common area" means an area of a facility that is used by all authorization holders performing services, including, but not limited to, reception areas, dispensing areas, sinks, shampoo bowls, hair dryers, hair dryer areas, and employee lounges.

~~(9)~~ **(10)** "Dermaplaning" means the use of a blade with a handle to remove dead skin cells and vellus hairs from the face.

~~(10)~~ **(11)** "Disinfect" means using a process to destroy harmful organisms, including bacteria, viruses, germs, and fungi.

~~(11)~~ **(12)** "Dispensing area" means an area with nonporous surfaces and a sink with hot and cold running water where service preparations are conducted, including, but not limited to, mixing of chemicals, cleaning of tools and implements, mechanical or electrical apparatuses, appliances, devices and equipment, disposing of residues, and rinsing parts of the body exposed to chemicals.

~~(12)~~ **(13)** "EPA" means the United States Environmental Protection Agency.

~~(13)~~ **(14)** "Epidermis" has the definition set forth under OAR 817-015-0045.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

~~(14)~~ **(15)** "Equipment" means those items needed to operate a facility, including, but not limited to, waiting chairs, barber or styling chairs, shampoo chairs, cabinets, sinks, shampoo bowls, stationary dryers, pedicure bowls or whirlpool foot spas, paraffin wax containers, and nail technology tables.

~~(15)~~ **(16)** "Esthetics" has the definition set forth in ORS 690.005.

~~(16)~~ **(17)** "Esthetics device" has the definition set forth under OAR 817-015-0040.

~~(17)~~ **(18)** "Facility" has the definition set forth in ORS 690.005.

~~(18)~~ **(19)** "FDA" means the United States Food and Drug Administration.

~~(19)~~ **(20)** "Field of practice" has the definition set forth in ORS 690.005.

~~(20)~~ **(21)** "Fire-retardant container" means an airtight metal container for disposing of chemical waste or storing linens with chemical residue.

~~(21)~~ **(22)** "Freelance authorization" has the definition set forth in ORS 690.005.

~~(22)~~ **(23)** "Hair design" has the definition set forth in ORS 690.005.

~~(23)~~ **(24)** "HECC" means Higher Education Coordinating Commission.

~~(24)~~ **(25)** "High-level disinfectant" means a chemical agent, that has demonstrated tuberculocidal activity and is registered with the EPA.

~~(25)~~ **(26)** "Independent contractor" has the definition set forth in ORS 690.005.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

~~(26)~~ **(27)** "Low-level disinfectant" means a chemical agent that has demonstrated bactericidal, germicidal, fungicidal, and limited virucidal activity and is registered with the EPA.

~~(27)~~ **(28)** "Materials and supplies" means those items that complement the use of tools and implements, mechanical or electrical apparatuses, appliances or devices, including but not limited to hair tints, bleaches, permanent wave solutions, hair oils, shampoos, wax, rinses, disinfectants, and chemicals.

~~(28)~~ **(29)** "Mechanical or electrical apparatus, appliance, or device" has the definition set forth in ORS 690.005.

~~(29)~~ **(30)** "Nail technology" has the definition set forth in ORS 690.005.

~~(30)~~ **(31)** "Natural hair care" has the definition set forth in ORS 690.005.

~~(31)~~ **(32)** "Natural person" means a living, individual, human being.

~~(32)~~ **(33)** "Natural physiological effect" has the definition set forth in OAR 817-015-0045.

~~(33)~~ **(34)** "Office" means the Health Licensing Office.

~~(34)~~ **(35)** "Official transcript" means a document prescribed by the Office showing proof an applicant has completed all curriculum requirements adopted by the Board for each field of practice the applicant is enrolled under and has completed. An official transcript must be submitted directly to the Office from a school by mail, email, or fax. An official transcript must include:

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

- (a) Applicant identity information, including first and last name and date of birth;.
 - (b) Enrollment information including date of enrollment, last date of attendance, withdrawal date if applicable, and graduation date;.
 - (c) Each field of practice the applicant has completed;.
 - (d) Specific hours and number of practical operations completed for each field of practice **in accordance with OAR 817-006-0002**;.
 - (e) Final practical examination scores for each field of practice and the date each practical examination was administered;.
 - (f) A signature from an authorized representative on file with the Office;.
 - (g) School name and location;.
 - (h) Type of school;.
 - (i) School stamp, school seal, or notarization.
- ~~(35)~~ **(36)** "Practitioner" has the definition set forth in ORS 690.005.
- ~~(36)~~ **(37)** "Premises" means the entire area of a facility, licensed by the Office as a facility defined under ORS 690.005.
- (38) "Provisional certificate" means a written authorization issued under ORS 690.107 for the holder to perform in one field of practice under the supervision of a practitioner who holds a certificate in the same field of practice.**
- ~~(37)~~ **(39)** "School" means an educational establishment that offers a program of study in one or more fields of practice other than natural hair

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

care, including, but not limited to, a career school licensed under ORS 345.010 to 345.450, including a proficiency-based career school, a community college, an educational establishment operated by a school district, Oregon Youth Authority, or Department of Corrections.

~~(38)~~ **(40)** "Sharp-edged or pointed, non-electrical tools and implements" means those items that may come in contact with blood-borne pathogens and other potentially hazardous materials, including, but not limited to, dermaplaning blades with handles, lancets, razors, cuticle nippers, cuticle pushers, nail clippers, tweezers, comedone extractors, shears, and metal nail files.

~~(39)~~ **(41)** "Soiled" means an article that has been used and has not been cleaned or disinfected for use on the next client.

~~(40)~~ **(42)** "Superficial peel" means a chemical peel that does not extend beyond the stratum basale (basal layer). This does not include enzymes and other solutions that act only on the stratum corneum.

~~(41)~~ **(43)** "Tools and implements" means all portable articles and instruments, that the authorization holder uses when performing services on clients, including, but not limited to, combs, brushes, shears, clippers and yoyettes. Tools and implements do not include mechanical or electrical apparatus, appliances, or devices.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(42)~~ **(44)** "Very superficial peel" means a chemical peel that does not extend beyond the stratum spinosum. This does not include enzymes and other solutions that act only on the stratum corneum.

~~(43)~~ **(45)** "Work area" means an area where services are performed and preparations are conducted, including, but not limited to, shampoo areas, workstations, and dispensing areas.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****RENUMBERED FROM OAR 817-040-0003****817-005-0007****Fees**

(1) Applicants and authorization holders are subject to provisions of OAR 331-010-0010 and 331-010-0020 regarding payment of fees, penalties and charges.

(2) Fees established by the Office, in consultation with the Board, are as follows:

(a) Application:

(A) Practitioner certificate: \$30 per field of practice.

(B) Practitioner certificate by reciprocity: \$100 per field of practice.

(C) Independent contractor registration: \$70.

(D) Freelance authorization: \$35.

(E) Facility license: \$140.

(F) Temporary facility permit: \$70.

(G) Demonstration permit: \$25.

(H) Provisional certificate: \$30 per field of practice.

(b) Examination:

(A) Oregon laws & rules: \$45.

(B) Barbering: \$45.

(C) Hair design: \$45.

(D) Esthetics: \$45.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(E) Nail technology: \$45.

(F) Natural Hair Care: \$45.

(c) Original issuance of authorization to practice:

(A) Practitioner certificate: \$35 per field of practice for two years.

(B) Practitioner certificate by reciprocity: \$65 per field of practice for two years.

(C) Provisional certificate: \$30 per field of practice for two years.

(D) Independent contractor registration: \$140 for one year.

(E) Freelance authorization: \$140 for one year.

(F) Facility license: \$155 for one year.

(d) Permits:

(A) Temporary facility: \$140.

(B) Demonstration: \$50.

(e) Renewal of authorization to practice:

(A) Practitioner certificate: \$65 for two years per field of practice. Fee applies to each two-year renewal cycle even while in inactive status for up to three years.

(B) Provisional certificate: \$30 per field of practice. Fee applies to each two-year renewal cycle even while in inactive status for up to three years.

(C) Independent contractor registration: \$140 for one year.

(D) Freelance authorization: \$140 for one year.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(E) Facility license: \$155 for one year. Fee applies to each renewal cycle even while in inactive status.

(f) Other administrative fees:

(A) Delinquency fee: \$50 for each year in inactive status up to three years.

(B) Replacement of freelance authorization, certificate, license or registration, including name change: \$35.

(C) Duplicate freelance authorization, certificate, license or registration document: \$25 per copy with maximum of three.

(D) Affidavit of licensure: \$50.

(E) An additional \$25 administrative processing fee will be assessed if a NSF or non-negotiable instrument is received for payment of fees, penalties and charges. Refer to OAR 331-010-0010.

(F) Information packets: \$10.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

DIVISION 6

PRACTITIONER CERTIFICATE QUALIFICATIONS

817-006-0001 RENUMBER AND MOVE TO 817-006-0024**Practitioner Certificate in a Field of Practice**

- (1) A practitioner certified in a field of practice under ORS 690.046, may perform services in a field of practice defined under ORS 690.005.
- (2) A practitioner certificate is valid for two years and becomes inactive on the last day of the month two years from the date of issuance.
- (3) A practitioner must meet and adhere to all applicable requirements listed under OAR Chapter 817, divisions 8, 10, 15, and 60.
- (4) A practitioner must notify the Office within 30 calendar days of changes in employment status pursuant to OAR 331-010-0040.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0002****Cosmetology Curriculum Requirements: Students and Schools**

(1) The Board adopts by reference the curriculum applicable to each field of practice identified in this rule. The adopted curriculum establishes the required theory instruction, if applicable, practical experience and practical operations for each field of practice.

(2) The curriculum requirements for each field of practice are as follows:

(a) Hour-based schools. A school teaching an hour-based curriculum must require each student to complete the following hours of theory instruction and practical operations for each field of practice:

(A) Barbering: 746 hours of theory instruction and 687.5 hours of practical experience that must include a minimum of 465 practical operations, as specified in the July 1, 2024, Barbering Curriculum adopted by reference.

(B) Esthetics: 444 hours of theory instruction and 380 hours of practical experience that must include a minimum of 220 practical operations, as specified in the July 1, 2024, Esthetics Curriculum adopted by reference.

(C) Hair design: 1,110 hours of theory instruction and 1022.5 hours of practical experience that must include a minimum of 455 practical

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

operations, as specified in the July 1, 2024, Hair Design Curriculum adopted by reference.

(D) Nail technology: 241 hours of theory instruction and 200 hours of practical experience that must include a minimum of 70 practical operations, as specified in the July 1, 2024, Nail Technology Curriculum adopted by reference.

(b) Proficiency-based schools. A school teaching a proficiency-based curriculum must require each student to complete the following practical experience and practical operations for each field of practice:

(A) Barbering: 687.5 hours of practical experience that must include a minimum of 465 practical operations as specified in the July 1, 2024, Barbering Curriculum adopted by reference.

(B) Esthetics: 380 hours of practical experience that must include a minimum of 220 practical operations as specified in the July 1, 2024, Esthetics Curriculum adopted by reference.

(C) Hair design: 1022.5 hours of practical experience that must include a minimum of 455 practical operations as specified in the July 1, 2024, Hair Design Curriculum adopted by reference.

(D) Nail technology: 200 hours of practical experience that must include a minimum of 70 practical operations as specified in the July 1, 2024, Nail Technology Curriculum adopted by reference.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(3) Safety, infection control, and bloodborne pathogens education and training must be incorporated into each practical operation for the designated field of practice.

(4) In addition to the requirements in sections (2) and (3) of this rule, a student must successfully complete 20 hours of instruction in career development and 20 hours of instruction in Oregon laws and rules, for a total of 40 hours of practical experience.

(5) A person teaching, instructing, or supervising the education and curriculum required under sections (2), (3), and (4) of this rule must hold an active certification issued by the Office in the field of practice in which the person is teaching, instructing, or supervising. A person certified in hair design and esthetics or barbering may teach barbering.

(6) All practical operations must be performed under the supervision of a person who meets the requirements of section (5) of this rule.

(7) A student may not perform a practical operation on a live human being until the school determines the student has demonstrated competency in the knowledge and procedures required for the practical operation. For example, once the school has determined a student has demonstrated competency in the knowledge and procedures required to perform a facial, the student may begin performing facials on live human beings.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(8) The student-to-teacher ratio while practical operations are being performed must be as follows:

(a) One to 15 students present: one registered teacher.

(b) Sixteen to 30 students are present: two registered teachers.

(c) For each additional 20 students present beyond the 30 students listed in subparagraph (9)(a), one additional registered teacher.

(9) For purposes of this rule, a “practical operation” means the demonstration and hands-on application of a relevant skill or group of skills necessary for work in a field of practice.

(10) A school must meet all requirements established by its regulatory authority, including, but not limited to, requirements for maintaining student records, instructional design, and authorization to teach.

(11) Upon request by the Office, a school must:

(a) Provide the curriculum currently in use at the school at the time of the request.

(b) Submit additional information regarding the school’s curriculum.

(12) A school must maintain a copy of its current curriculum on file at all times.

(13) The Office may:

(a) Review a school’s curriculum for any field of practice at any time to determine compliance with the requirements of this rule.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(b) Notify a school that it must submit its curriculum for review and approval and the school must comply.

(c) Require a school to apply for review and approval of its curriculum in one or more fields of practice under circumstances that include, but are not limited to:

(A) The Office receives information indicating that a school's curriculum for a field of practice does not meet the Board's requirements.

(B) The Office conducts an audit of a school's curriculum for one or more fields of practice.

(C) The Board revises the curriculum for a field of practice.

~~(1) Pursuant to SB 217 (2023), a school that teaches a curriculum in a field of practice that was approved by the HECC before July 1, 2024, may continue to teach the curriculum after July 1, 2024, unless the Office determines that the curriculum must be approved. The curriculum in place prior to July 1, 2024, is available upon request to the Office or HECC.~~

~~(2) Beginning July 1, 2024, the Board has adopted and implemented the following curriculum for each field of practice:~~

~~(a) Hour-based schools: hours and practical operations for each field of practice are as follows:~~

~~(A) Barbering: 746 hours and 465 practical operations.~~

~~(B) Esthetics: 444 hours and 220 practical operations.~~

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(C) Hair design: 1110 hours and 455 practical operations.~~

~~(D) Nail technology: 241 hours and 70 practical operations.~~

~~(b) Proficiency-based schools: Practical operations for each field of practice are as follows:~~

~~(A) Barbering: 465 practical operations.~~

~~(B) Esthetics: 220 practical operations.~~

~~(C) Hair design: 455 practical operations.~~

~~(D) Nail technology: 70 practical operations.~~

~~(3) Safety, infection control and blood borne pathogens education and training must be incorporated in each practical operation identified in subsection (2) of this rule.~~

~~(4) In addition to the requirements listed in subsections (2) and (3) of this rule, a student must successfully complete 20 hours of career development and 20 hours of Oregon laws and rules, for a total of 40 additional hours.~~

~~(5) Completion of required hours for career development and Oregon laws and rules listed in subsection (4) of this rule is required once, regardless of the number of fields of practice the student completes.~~

~~(6) A person teaching, instructing, or supervising the education and curriculum required under subsections (2), (3) and (4) of this rule must hold an active certification issued by HLO in the field of practice in which they are teaching, instructing or supervising. If a person is certified in hair design and esthetics or barbering, they may teach barbering.~~

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(7) All practical operations must be performed under the supervision of a person listed under subsection (6) of this rule.~~

~~(8) A student may not perform a practical operation until the school determines the student has met all competencies for the practical operation. For example, if a student has completed the theory portion of learning a “facial” and the school determines the student is competent, the student may begin performing “facials.”~~

~~(9) The student to teacher ratio while practical operations are being performed is as follows:~~

~~(a) 1–15 students present — one registered teacher;~~

~~(b) 16–30 students present — two registered teachers;~~

~~(c) One additional registered teacher for each additional 20 students or part thereof.~~

~~(10) For purposes of this rule, a “practical operation” is the demonstration and hands-on application of a relevant skill or group of skills necessary for work in a field of practice.~~

~~(11) A school must meet all requirements set forth by the school’s regulatory authority, including, but not limited to, maintaining student records, instructional design, and authorization to teach.~~

~~(12) Upon request by the Office, a school must provide the curriculum currently in use at the school at the time of the request from the Office.~~

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(13) A school must submit a copy of their current curriculum to the Office by December 31, 2024. The purpose of the school submitting their current curriculum under this subsection is for Office record-keeping only.~~

~~(14) A school may be required to submit additional information upon request from the Office.~~

~~(15) A school must have a copy of their current curriculum on file at all times.~~

~~(16) HLO may at any time review a school curriculum in a field of practice against the requirements listed in this rule and will notify each school requiring they submit their curriculum for approval.~~

~~(17) The Office may require a school to apply to have their curriculum, in one or more fields of practice, reviewed and approved for the following circumstances, including, but not limited to:~~

~~(a) The Office receives information that a school's curriculum in a field of practice does not meet the Board's requirements.~~

~~(b) The Office performs an audit of school curriculum in a field of practice.~~

~~(c) The Board revises the curriculum in a field of practice.~~

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0007****School Curriculum Application Requirements**

(1) The Office will determine if new or existing schools must have their curriculum reviewed and approved. Schools must fulfill the requirements of these rules, including, but not limited to, completion of an Office prescribed application.

(2) The applicant must be a natural person.

(3) When applying for approval of a curriculum, the applicant must provide the following information on a form prescribed by the Office:

(a) Name of school.

(b) Type of school as defined under OAR 817-005-0005.

(c) Physical and mailing address of school.

(d) Name of person responsible for the school program and the curriculum in a field of practice.

(e) Contact information, including phone number and email address, for a person listed in (3)(d) of this rule.

(f) Fields of practice being taught.

(g) Identify whether the school is an hour or proficiency-based school.

(4) An applicant for a proposed school must provide proof that the proposed school has started the process of becoming a school or part of a school program or being authorized to teach a curriculum in a field of practice under the proposed school's regulatory authority. Proof may

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

include, but is not limited to, written notification from the regulatory authority, receipt of having submitted an application, or fees paid to the regulatory authority. Examples of regulatory authorities are as follows:

- (a) Department of Corrections.
 - (b) Community colleges.
 - (c) Oregon Department of Education.
 - (d) Oregon Youth Authority.
 - (e) Higher Education Coordinating Commission.
- (5) The applicant must submit the school's proposed curriculum in each field of practice that the school will offer prior to the school teaching or **ins**tructing in a field of practice. The proposed curriculum must meet the requirements listed in OAR 817-006-0002, including hours **of theory instruction, if applicable, practical experience** and practical operations. Examples of proposed curriculum may include, but are not limited to, a syllabus or program map for each field of practice.
- (6) Notwithstanding subsection (3), if a school is revising a previously approved curriculum, the school must fulfill the requirements of this rule and submit a summary of curriculum revisions, including revisions in hours or practical operations for each field of practice.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0018****Provisional Certificate in a Field of Practice**

(1) A provisional certificate holder certified in a field of practice under ORS 690.107, may perform services in a field of practice defined under ORS 690.005.

(2) A provisional certificate is active for two years and becomes inactive on the last day of the month two years from the date of issuance.

(3) Renewal

(4) A person who held a provisional certificate that has expired may reapply for a new provisional certificate.

(5) Once a provisional certificate holder has passed all applicable examinations and a practitioner certificate in field of practice has been issued, the provisional certificate for that field of practice is considered expired.

(6) A provisional certificate must be active for the provisional certificate holder to earn education, instruction and training hours and operations and be actively working towards qualifying for a practitioner certificate in a field of practice.

(7) A provisional certificate holder:

(a) Must be certified in each field of practice for which the holder provides services.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(b) Must work in a licensed facility under OAR 817-007-0000 and 817-007-0025.

(c) Must wear a name tag that states their name and clearly designates they are in training while services are being provided.

(d) Must notify the Office on a form prescribed by the Office within 10 business days of changes in supervision status, including, but not limited to, discontinuing, or adding a supervisor under which the provisional certificate holder will provide services in a field of practice.

(e) May be certified in more than one field of practice.

(f) May not provide supervision to another provisional certificate holder.

(8) To provide services in the field of practice a provisional certificate holder must be supervised by a practitioner certified in the same field of practice and who is an approved supervisor pursuant to OAR 817-006-0022.

(9) A provisional certificate holder must comply with the requirements set forth by the provisional certificate holder's supervisor(s). The requirements set forth by the supervisor(s) must be lawful and meet practice standards listed under OAR 817-120-0005.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(10) A provisional certificate holder must meet and adhere to all applicable requirements listed under OAR Chapter 817, divisions 8, 10, 15, and 60.

DRAFT

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0020**

Application Requirements for a Provisional Certificate in Hair Design, Barbering, Nail Technology, and Esthetics.

An individual applying for a provisional certification in a field of practice must:

- (1) Meet the requirements of OAR 331 Division 30.**
- (2) Submit a completed application form prescribed by the Office, which must contain the information listed in OAR 331-030-0000 and be accompanied by payment of all required fees.**
- (3) Submit documentation showing proof that applicant's residential address is at least 50 miles from a school that offers a program of study in a field of practice in which the applicant is seeking education and training. Documentation includes but is not limited to a lease or rental agreement, utility bill or employment documents showing the applicants name and residential address.**
- (4) Demonstrate the ability and intention to actively work toward a practitioner certification in a field of practice. A truthful attestation on the certification application is sufficient to demonstrate the ability and intent to actively work toward practitioner certification in a field of practice.**
- (5) Hold a current certification in bloodborne pathogens training. A truthful attestation on the certification application is sufficient proof**

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

that the applicant has current certification in bloodborne pathogens training.

(6) Submit a completed Declaration of Responsibility signed by an approved supervisor pursuant to OAR 817-006-0022. If the provisional certificate holder has more than one supervisor, they must submit a Declaration of Responsibility for each supervisor.

(7) A provisional certificate holder may not provide services until the Office has issued written notification approving the practitioner to serve as the supervisor for the provisional certificate holder.

(8) For the purpose of this rule the school used to determine the 50-mile distance requirement used in section (3) of this rule will be the school closest to the applicant's residential address that offers a program of study in a field of practice in which the applicant is seeking education and training.

(9) For the purposes of this rule, "attest" means the applicant must affirm, under penalty of false statement, that the information provided is true, accurate, and complete to the best of the applicant's knowledge.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0022****Supervisor Requirements for a Provisional Certificate Holder**

(1) To obtain Office approval to serve as a supervisor for a provisional certificate holder, an individual must:

(a) Submit a completed application form prescribed by the Office, containing all information required under OAR 331-030-0000 including name of facility and facility license number where the provisional certificate holder will be practicing. An application must be submitted for each field of practice.

(b) Hold an active Oregon practitioner certificate, with no current or pending disciplinary action, in the field of practice in which the individual will provide supervision.

(c) Demonstrate having actively practiced in the applicable field of practice for a minimum of five years immediately preceding the date of application. An attestation on the supervisor's application is sufficient to demonstrate the applicant has been actively practicing in an applicable field of practice for five years immediately preceding the date of application.

(d) Hold a current certification in bloodborne pathogens training. A truthful attestation on the certification application is sufficient proof that the applicant has current certification in bloodborne pathogens training.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(2) A practitioner may begin supervising a provisional certificate once the practitioner has received written confirmation from the Office.

Written approval may be received electronically.

(3) For the purposes of this rule, “attest” means the applicant must affirm, under penalty of false statement, that the information provided is true, accurate, and complete to the best of the applicant’s knowledge.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

817-006-0023

Supervision Requirements

(1) Supervisor Duties: A supervisor must fulfill the following duties and responsibilities:

(a) Ensuring that the provisional certificate license holder follows all lawful requirements and adheres to the professional standards and conduct outlined in OAR 817-120-0005.

(b) Ensuring all portions of the training program listed in OAR 817-006-0010 are taught and learned.

(c) Provide appropriate supervision to a provisional certificate holder. Supervision must be onsite for all practical operations whether direct or indirect.

(d) Ensuring the provisional certificate holder is wearing a name tag that states their name and clearly designates they are in training while services are being provided.

(e) Ensuring a provisional certificate holder is providing services in a licensed facility.

(2) A supervisor must provide guidance and support to increase the skills and foundational knowledge of the provisional certificate holder. Supervision *must* include, but is not limited to:

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

- (a) Reviewing the provisional certificate holder's practical operations and services, offering specific suggestions for improvement, and discussing challenges for the provisional certificate holder.**
- (b) Developing and enhancing skills of a provisional certificate holder's techniques, such as accuracy, fundamentals and implementation of instruction.**
- (c) Exercising professionalism by modeling high standards of professional behavior and ethics.**
- (d) Exercising management, and guidance, over the activities of the provisional certificate holder.**
- (e) Exercising professional judgment over the services in a field of practice of the provisional certificate holder.**
- (f) Providing career advice and development, including networking and continued education opportunities, to the provisional certificate holder.**
- (3) Documentation of Supervision: The supervisor:**
 - (a) Must document the provisional certificates holder's supervised education, instruction and training, on a form prescribed by the Office.**
 - (b) May not supervise a provisional certificate holder until the person has received approval to supervise from the Office.**

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(c) Is responsible for receiving and maintaining supervision records.

If designated as the primary supervisor, the supervisor must receive and maintain all supervision records for all supervisors.

(d) Must maintain all supervision records for a minimum of 10 years following completion of supervision.

(4) Withdrawing approval of a supervisor: The Office may withdraw a supervisor's approval if the supervisor provides incomplete or inadequate supervision or falsifying documentation.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0024 RENUMBER AND MOVE FROM 817-006-0001****Practitioner Certificate in a Field of Practice**

- (1) A practitioner certified in a field of practice under ORS 690.046, may perform services in a field of practice defined under ORS 690.005.
- (2) A practitioner certificate is valid for two years and becomes inactive on the last day of the month two years from the date of issuance.
- (3) A practitioner must meet and adhere to all applicable requirements listed under OAR Chapter 817, divisions 8, 10, 15, and 60.
- (4) A practitioner must notify the Office within 30 calendar days of changes in employment status pursuant to OAR 331-010-0040.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026**817-006-0025****Practitioner Certificate Application Requirements for Hair Design, Barbering, Nail Technology, and Esthetics**

An individual applying for a certification in a field of practice must:

- (1) Meet the requirements of OAR 331 Division 30.
- (2) Submit a completed application form prescribed by the Office, which must contain the information listed in OAR 331-030-0000 and be accompanied by payment of all required fees.
- (3) Meet all education, training and examination requirements in effect at the time of application through one of the following pathways;
 - (a) **Pathway 1: Oregon School.** ~~On a form prescribed by the Office an~~ **An** applicant who graduated from an Oregon school must:
 - (A) Submit an official transcript from a school showing proof the applicant has completed a Board-approved curriculum listed in OAR 817-006-0002 for each field of practice. If an applicant has completed multiple fields of practice, then one official transcript may be used. **An official transcript must be submitted directly to the Office from a school by mail, email, or fax.**
 - (B) Submit a passing score of a Board-approved practical examination listed under OAR 817-006-0075. Practical examination scores are valid for five years from the date the practical examination was completed and passed.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(C) ~~Passes~~ **Pass** the applicable Board-approved written examinations listed in OAR 817-006-0075 for each field of practice in which certification is sought within two years of the date of application. ~~including the Oregon laws and rules examination. An applicant with a current certification who is seeking to add a field of practice must pass the Oregon laws and rules examination within two years of applying for the additional field of practice.~~

(D) An applicant is not required to submit an official transcript for each field of practice required in pathway 1 of this rule if the applicant was previously certified in Oregon.

(b) **Pathway 2: Reciprocity.** An applicant who holds an active authorization issued in another state or territory of the United States or another country and the active authorization has not been subject to disciplinary action by the authorizing body may have all or part of the requirements described in pathway 1 of this rule waived by the Office and be allowed to take a written examination listed in subsection (C) of this rule. ~~On a form prescribed by the Office an~~ **An** applicant must:

(A) Submit an affidavit of licensure pursuant to OAR 331-030-0040 from another state or territory of the United States or another country, showing the authorization is active with no current disciplinary action.

(B) ~~Attest to having~~ **Have** education or training, including education or training obtained in the military, that is substantially equivalent to Oregon's certification requirements listed in pathway 4 ~~one~~ **one** of this rule. **An**

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

attestation on the certificate application is sufficient to demonstrate the applicant has education or training that is substantially equivalent to Oregon's certification requirements under pathway one of this rule.

(C) ~~Passes~~ **Pass** the applicable Board-approved written examinations listed in OAR 817-006-0075 for each field of practice in which certification is sought within two years of the date of application including the Oregon laws and rules examination.

(c) **Pathway 3: Non-credentialed.** An applicant who received education or training outside of this state and does not hold an active authorization issued by another jurisdiction may have all or part of the requirements described in pathway 1 of this rule waived by the Office and be allowed to take a written examination listed in subsection (C) of this rule. ~~On a form prescribed by the Office an~~ **An** applicant must:

(A) Submit documentation from a school showing the applicant has passed a skills assessment and practical evaluation for each field of practice in which certification is sought. Passage of a Board-approved practical examination listed in subsection (3)(c)(B) of this rule is considered sufficient proof of having passed the skills assessment and practical evaluation.

(B) Submit a passing score of a Board-approved practical examination. Practical examination scores are valid for five years from the date the practical examination was completed and passed.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(C) Pass the applicable Board-approved written examinations listed in OAR 817-006-0075 for each field of practice in which certification is sought within two years of the date of application.

(D) A school must:

(i) On a form prescribed by the Office, attest to having received documentation to verify the applicant's prior training or education.

Documentation may include, but is not limited to, unofficial transcripts, copies of inactive or expired licenses, training certificates, apprenticeship and on-the-job training records, and military records.

(ii) Retain documentation used to verify the applicants prior training or education for at least five years. Documentation may be kept electronically.

(iii) Provide documentation used to verify the applicants prior training or education to the Office upon request.

(iv) Submit additional information upon request from the Office.

(d) Pathway 4: Provisional Certificate. An applicant who completed a curriculum in a field of practice, listed under OAR 817-006-0010, as a provisional certificate holder must:

(A) Submit a Certificate of Completion showing proof the applicant has completed a Board-approved curriculum listed in OAR 817-006-0010 for each field of practice. If an applicant has completed multiple fields of practice, then **one** certificate of completion may be used. The

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

certificate of completion must be received by the Office directly from the approved supervisor on the with the Office.

(B) Submit a passing score of a Board-approved practical examination listed under OAR 817-006-0075. Practical examination scores are valid for five years from the date the practical examination was completed and passed.

(C) Pass the applicable Board-approved written examinations listed in OAR 817-006-0075 for each field of practice in which certification is sought within two years of the date of application including the Oregon laws and rules examination.

(4) An applicant with a current certification who is seeking to add a field of practice must pass the Oregon laws and rules examination within two years of applying for the additional field of practice.

~~(4)~~ **(5)** Upon passage of all required examinations and before receipt of certificate, the applicant must pay all certification fees.

~~(5)~~ **(6)** If an applicant has not passed all required written examinations within two years of the date of initial application, the applicant must reapply and pay all required fees.

~~(6)~~ **(7)** The Office may require additional information or documentation to substantiate the applicant's eligibility to be issued an authorization.

~~(7)~~ **(8)** An applicant is responsible for payment of fees assessed by an organization when obtaining required documentation.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

(9) For the purposes of this rule, “attest” means the applicant must affirm, under penalty of false statement, that the information provided is true, accurate, and complete to the best of the applicant’s knowledge.

DRAFT

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0075****General Examination Information**

(1) Practical examination: The Board recognizes and sanctions the practical examination administered by a school:

(a) School defined under OAR 817-005-0005.

(b) Supervisor of a provisional certificate holder approved by the Office pursuant to OAR 817-006-0022.

(c) Proctor approved by the Office pursuant to OAR 817-006-0125.

(2) Written examination: The Board-approved written examination consists of one or more fields of practice examinations and the Oregon laws and rules examination.

(3) Each written examination will be scored individually. The passing score for each examination, including natural hair care, is 75 percent or better.

(4) Examination candidates must adhere to the maximum time allowance for each examination, as established by the Office.

(5) Applicants taking the written examination may be electronically monitored during testing.

(6) An applicant may not take notes or bring textbooks or notebooks into the written examination area.

(7) No electronic equipment or communication devices, such as personal computers, pagers or cellular telephones, recording device including Meta

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

type or smart glasses or any other devices deemed inappropriate by the Office, are allowed in the written examination area.

(8) An applicant may be immediately disqualified during or after the examination for conduct that interferes with the written examination. The examination may be invalidated, and written examination fees may be forfeited. Such conduct includes, but is not limited to:

(a) Directly or indirectly giving, receiving, soliciting, or attempting to give, receive or solicit aid during the written examination process.

(b) Taking items, including, but not limited to items listed in subsection (6) and (7) of this rule into the written examination area.

(c) Removing or attempting to remove any examination-related information, notes or materials from the written examination site.

(d) Failing to follow directions relative to the conduct of the written examination.

(e) Exhibiting behavior that impedes the normal progress of the written examination.

(9) The applicant may be required to reapply, submit additional examination fees, and request in writing to schedule another examination if applicant is disqualified from taking the examination for reasons under subsection (6), (7) and (8) of this rule.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026**817-006-0100****Written Examination Retake Requirements**

- (1) An applicant may retake a failed examination the next business day up to the 40th 15th failed attempt.
- (2) After the 40th 15th failed attempt, the Board may determine additional requirements before retaking the failed exam, including but not limited to additional hours, **study reviews** and practical operations from a school.
- (3) An applicant retaking the examination must meet the requirements under OAR 331-030-0000.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****817-006-0125****Practical Examination Proctor Application and Requirements**

(1) To obtain Office approval to serve as a proctor for a provisional certificate holder, an individual must:

(a) Submit a completed application form prescribed by the Office, containing all information required under OAR 331-030-0000. An application must be submitted for each field of practice.

(b) Hold an active Oregon practitioner certificate, with no current or pending disciplinary action, in the field of practice in which the individual will proctor a practical examination.

(c) Demonstrate having actively practiced in the applicable field of practice for a minimum of five years immediately preceding the date of application. An attestation on the application is sufficient to demonstrate the applicant has been actively practicing in an applicable field of practice for five years immediately preceding the date of application.

(d) Hold a current certification in bloodborne pathogens training. A truthful attestation on the certification application is sufficient proof that the applicant has current certification in bloodborne pathogens training.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(2) A practitioner may begin proctoring practical examinations once the practitioner has received written confirmation from the Office.

Written approval may be received electronically.

(3) In addition to the requirements listed in section (1) of this rule a person applying to be an approved proctor who is not certified in a field of practice may submit satisfactory documentation to the office that demonstrates the applicant has substantially equivalent education and training in a field of practice to individuals who hold a certification in a field of practice, this may include training received outside of Oregon.

(4) Examination proctoring may be in person or virtual in real time.

(5) An approved proctor is responsible for all matters related to the examinee during the practical examination including supervision.

(6) Proctor Requirements: An approved proctor:

(a) May proctor one practical examination candidate at a time.

(b) Must exercise management, guidance, and control over the portion of the practical examination being administered and exercise professional judgment during the practical examination.

(c) Must exercise professional judgment.

(7) Proctor Documentation: An approved proctor must:

(a) Document the skills performed by the examination candidate on a form prescribed by the office.

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026**

- (b) Follow the practical examination guidelines prescribed by the Office, verifying the steps performed by the examinee.**
- (c) Maintain the practical examination documentation for a minimum of five years following completion of the practical examination.**
- (d) Practical examination documentation may be stored electronically.**
- (e) Provide each examination candidate with their practical examination scores on a form prescribed by the Office.**
- (8) An approved proctor must respond to all requests for information from the Office related to the practical examination.**
- (9) For the purposes of this rule, “attest” means the applicant must affirm, under penalty of false statement, that the information provided is true, accurate, and complete to the best of the applicant’s knowledge.**

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026817-008-0000**Issuance and Renewal of Authorizations**

(1) An individual holding an authorization as defined in OAR 331-010-0000 is subject to the provisions of OAR Chapter 331, Division 30 regarding the issuance and renewal of an authorization and provisions regarding authorization to practice, identification, and requirements for issuance of a duplicate authorization.

(2) An individual holding an authorization as defined in OAR 331-010-0000 is subject to the provisions of ORS 690.046, 690.055, 690.057, 690.105 ~~and~~ **690.107**, **and** 690.123 for issuance and renewal of an authorization.

(3) AUTHORIZATION RENEWAL: Authorization renewal, with the exception of independent contractor registration or freelance license, must be made prior to the authorization entering inactive status. The authorization holder must submit the following for renewal:

(a) Renewal application form.

(b) If renewing a **practitioner or provisional** ~~field of practice~~ certificate attest to having current blood borne pathogens training.

(c) Payment of required renewal fee pursuant to OAR 817-040-0003.

(4) INACTIVE AUTHORIZATION RENEWAL: An authorization, with the exception of independent contractor registration or freelance license may be inactive for up to three years. The authorization holder must submit the following for renewal:

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(a) Renewal application form.

(b) If renewing a **practitioner or provisional** ~~field of practice~~ certificate attest to having current blood borne pathogens training.

(c) Payment of delinquency and authorization fees pursuant to OAR 817-040-0003.

(5) EXPIRED AUTHORIZATION: An authorization, with the exception of independent contractor registration or freelance license, that has been inactive for more than three years, is expired. The authorization holder must meet the requirements listed in OAR 817-007-0025 for facility license holders and OAR 817-006-0025 or 817-006-0050 for practitioners.

(6) Independent contractor registrations and freelance authorization that are not renewed become dormant; they do not become inactive and do not expire.

(7) To reactivate a dormant independent contractor registration or freelance authorization, the authorization holder must complete required qualifications, submit a form prescribed by the Office, and pay the required renewal fees.

(8) Independent contractor registrations and freelance authorization that are in dormant status are not valid.

(9) For the purpose of this rule, reactivation means to renew an independent contractor or freelance license registration that has been placed in dormant status.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(10) An authorization holder under (3) and (4) of this rule is required to attest to having current blood borne pathogens training and may be selected for an audit of their current blood borne pathogens training. Documentation of possessing current blood borne pathogens training must be submitted to the Office, within 30 calendar days from the date of notification:

- (a) Documentation of having current blood borne pathogens training during the renewal cycle in which the authorization holder attested.
- (b) Documentation listed in this subsection must be kept and maintained for five years.
- (c) Documentation listed in this subsection must be available to the Office upon request.

~~(11) Individuals renewing a field of practice certificate under (3) and (4) of this rule must have completed blood borne pathogens training by July 1, 2025.~~

(12) For the purposes of this rule, “attest” means the renewal applicant must affirm, under penalty of false statement, that the information provided is true, accurate, and complete to the best of the applicant’s knowledge.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

DRAFT

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026**REPEALED AND RENUMBERED TO OAR 817-005-0007**~~817-040-0003~~**Fees**

~~(1) Applicants and authorization holders are subject to provisions of OAR 331-010-0010 and 331-010-0020 regarding payment of fees, penalties and charges.~~

~~(2) Fees established by the Office, in consultation with the Board, are as follows:~~

~~(a) Application:~~

~~(A) Practitioner certificate: \$30 per field of practice.~~

~~(B) Practitioner certificate by reciprocity: \$100 per field of practice.~~

~~(C) Independent contractor registration: \$70.~~

~~(D) Freelance authorization: \$35.~~

~~(E) Facility license: \$140.~~

~~(F) Temporary facility permit: \$70.~~

~~(G) Demonstration permit: \$25.~~

~~(b) Examination:~~

~~(A) Oregon laws & rules: \$45.~~

~~(B) Barbering: \$45.~~

~~(C) Hair design: \$45.~~

~~(D) Esthetics: \$45.~~

~~(E) Nail technology: \$45.~~

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(F) Natural Hair Care: \$45.~~

~~(c) Original issuance of authorization to practice:~~

~~(A) Practitioner certificate: \$35 for two years.~~

~~(B) Practitioner certificate by reciprocity: \$65 for two years.~~

~~(C) Independent contractor registration: \$140 for one year.~~

~~(D) Freelance authorization: \$140 for one year.~~

~~(E) Facility license: \$155 for one year.~~

~~(d) Permits:~~

~~(A) Temporary facility: \$140.~~

~~(B) Demonstration: \$50.~~

~~(e) Renewal of authorization to practice:~~

~~(A) Practitioner certificate: \$65 for two years. Fee applies to each two-year renewal cycle even while in inactive status for up to three years.~~

~~(B) Independent contractor registration: \$140 for one year.~~

~~(C) Freelance authorization: \$140 for one year.~~

~~(D) Facility license: \$155 for one year. Fee applies to each renewal cycle even while in inactive status.~~

~~(f) Other administrative fees:~~

~~(A) Delinquency fee: \$50 for each year in inactive status up to three years.~~

~~(B) Replacement of freelance authorization, certificate, license or registration, including name change: \$35.~~

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

~~(C) Duplicate freelance authorization, certificate, license or registration document: \$25 per copy with maximum of three.~~

~~(D) Affidavit of licensure: \$50.~~

~~(E) An additional \$25 administrative processing fee will be assessed if a NSF or non-negotiable instrument is received for payment of fees, penalties and charges. Refer to OAR 331-010-0010.~~

~~(F) Information packets: \$10.~~

BOARD OF COSMETOLOGY**QUALIFICATION AND RULES ADVISORY COMMITTEE****DRAFT RULES FOR OCTOBER 29, 2026, MEETING****REVISED ON 10/25/2026****DIVISION 90****CIVIL PENALTIES****817-090-0090****Schedule of Penalties for Disinfecting Requirements of Tools and Implements Violations**

The Office has adopted the following presumptive penalty schedule for the 1st, 2nd, and 3rd violation of safety and infection control laws and rules.

This schedule applies, except at the discretion of the Office pursuant to ORS 676.992. For the 4th and subsequent offenses, the provisions of ORS 676.992 apply.

(1) Failing to cleanse and disinfect, with a high-level disinfectant, electrical or mechanical hair clipper blades before use on each client is a violation of OAR 817-010-0069(2):

- (a) 1st offense: \$300;
- (b) 2nd offense: \$500;
- (c) 3rd offense: \$1000.

(2) Failing to store new, disinfected or cleaned tools and implements separately from all others is a violation of OAR 817-010-0075(1):

- (a) 1st offense: \$300;
- (b) 2nd offense: \$500;
- (c) 3rd offense: \$1000.

BOARD OF COSMETOLOGY

QUALIFICATION AND RULES ADVISORY COMMITTEE

DRAFT RULES FOR OCTOBER 29, 2026, MEETING

REVISED ON 10/25/2026

(3) Failing to ensure that any tool or implement; or article which comes in contact with a client is disinfected, cleaned or disposed of is a violation of OAR ~~817-010-0068(5)~~ **817-010-0068(7)**; or 817-010-0040(2) or 817-010-0040(3):

(a) 1st offense: \$500;

(b) 2nd offense: \$1000;

(c) 3rd offense: \$2500.

(4) Failing to discard or give to the client any a disposable nail files, pumice blocks, cosmetic sponges, buffer blocks, sanding bands or sleeves, orangewood sticks, or nail bits designed for single use after use on a client, is a violation of OAR 817-010-0068(11):

(a) 1st offense: \$500;

(b) 2nd offense: \$1000;

(c) 3rd offense: \$2500.

Curriculum

OREGON BOARD OF COSMETOLOGY

BARBERING CURRICULUM

Implemented on July 1, 2024

HEALTH LICENSING OFFICE

1430 Tandem Ave. NE, Suite 180

Salem, OR 97301-2192

Phone: (503) 378-8667

Fax: (503) 585-9114

Email: hlo.info@odhsoha.oregon.gov

Website: www.oregon.gov/oha/ph/hlo

MINIMUM OPERATIONS AND HOURS

The 786-hour Barbering Program includes education in barbering, safety and sanitation, career development and Oregon laws and rules.

The hours and operations listed below are the minimum requirements to be used in the development of a barbering curriculum.

Subject	Minimum Operations	Hours
Anatomy and Physiology		22
- Histology of the hair, face and scalp - Anatomy of the head, neck and face	-	
Microbiology		8
- Viruses - Bacteria - Parasites - Immunity	-	
Barbering Services		
Hair and scalp treatments	20	30
Facial massages and treatments	20	40
Haircutting	160	320
Hair styling	105	157.5
Shaving (full face and head)	40	80
Mustache and beard design and detail	120	60
Implements, Tools, and Equipment		5.5
Items	-	
Product Knowledge and Chemistry		9
- Products - Chemistry	-	
Safe Usage, Safety Devices, Federal Regulations and Standards		14
- Safe usage and devices - Federal regulations and standards - Electricity - Infection control - First aid	-	
Safety and Sanitation		*Approximately 10% of time spent on services should be related to safety/sanitation.
Safety and sanitation hours are not included in the program total. Safety and sanitation knowledge and skills are applied as part of all services related to "work" experience.	-	
Career Development	-	20
Oregon Laws and Rules	-	20
Total	465	786

RECOMMENDED CURRICULUM GUIDELINES

This content is specific to areas of knowledge in the field of barbering.

1. Throughout the curriculum, the student will receive instruction, classroom instructor demonstrations, guided practice and clinic experience under supervision.
2. It is recommended that a student's time be divided as follows:
 - a) 50% of the student's time should be spent working in the school's clinic, where experience is gained through actual practice on live clients.
 - b) 25% of the student's time should be spent working on mannequins, projects, and experiments.
 - c) 25% of the student's time should be spent in lectures, demonstrations, and other theoretical learning efforts.

Please Note: Safety and sanitation requirements are applied as part of every service and are not specifically broken out into a separate subject outlined under the minimum hours section.

A **general rule of thumb**: 10% of the student's time conducting all service-related work (as specified in 2a-b above) should be spent on safety and sanitation for barbering.

OREGON BOARD OF COSMETOLOGY

ESTHETICS CURRICULUM

Implemented on July 1, 2024

HEALTH LICENSING OFFICE

1430 Tandem Ave. NE, Suite 180

Salem, OR 97301-2192

Phone: (503) 378-8667

Fax: (503) 585-9114

Email: hlo.info@odhsoha.oregon.gov

Website: www.oregon.gov/oha/ph/hlo

MINIMUM OPERATIONS AND HOURS

The 484-hour Esthetics Program includes education in esthetics, safety and sanitation, career development and Oregon laws and rules.

The hours and operations listed below are the minimum requirements to be used in the development of an esthetics curriculum.

Subject	Minimum Operations	Hours
Anatomy and Physiology		18
• Histology of the skin • Histology of the hair • General anatomy	-	
Microbiology		4
• Viruses • Bacteria • Parasites • Immunity	-	
Esthetic Services		280
• Skin care procedures and services • Facials • Exfoliants • Microdermabrasion • Light therapy • Chemical treatments • Electrotherapy • Body treatments	140	
• Facial makeup	20	
• Hair removal	60	
Implements, Tools, and Equipment		15
• Items	-	
Product Knowledge and Chemistry		17
• Products • Chemistry	-	
Safe Usage, Safety Devices, Federal Regulations and Standards		10
• Safe usage and devices • Federal regulations and standards • Electricity • Infection control • First aid	-	
Safety and Sanitation		*Approximately

Safety and sanitation hours are not included in the program total. Safety and sanitation knowledge and skills are applied as part of all services related to “work” experience.	-	10% of time spent on services should be related to safety/sanitation.
Career Development	-	20
Oregon Laws and Rules	-	20
Total	220	484

RECOMMENDED CURRICULUM GUIDELINES

This content is specific to areas of knowledge in the field of esthetics.

1. Throughout the curriculum, the student will receive instruction, classroom instructor demonstrations, guided practice and clinic experience under supervision.
2. It is recommended that a student’s time be divided as follows:
 - a) 50% of the student’s time should be spent working in the school’s clinic, where experience is gained through actual practice on live clients.
 - b) 25% of the student’s time should be spent working on mannequins, projects, and experiments.
 - c) 25% of the student’s time should be spent in lectures, demonstrations, and other theoretical learning efforts.

Please Note: Safety and sanitation requirements are applied as part of every service and are not specifically broken out into a separate subject outlined under the minimum hours section.

A **general rule of thumb:** 10% of the student’s time conducting all service-related work (as specified in 2a-b above) should be spent on safety and sanitation for esthetics.

OREGON BOARD OF COSMETOLOGY

HAIR DESIGN CURRICULUM

Implemented on July 1, 2024

HEALTH LICENSING OFFICE

1430 Tandem Ave. NE, Suite 180

Salem, OR 97301-2192

Phone: (503) 378-8667

Fax: (503) 585-9114

Email: hlo.info@odhsoha.oregon.gov

Website: www.oregon.gov/oha/ph/hlo

MINIMUM OPERATIONS AND HOURS

The 1150-hour Hair Design Program includes education in hair design, safety and sanitation, career development and Oregon laws and rules.

The hours and operations listed below are the minimum requirements to be used in the development of a school's hair design curriculum.

Subject	Minimum Operations	Hours
Anatomy and Physiology		22
• Histology of the hair, scalp and face • Histology of the head, neck and face	-	
Microbiology		4
• Viruses • Bacteria • Parasites • Immunity	-	
Hair Services		
• Hair cutting	160	320
• Hair styling • Wet hair styling • Thermal hair styling • Braiding	105	157.5
• Chemical services • Permanent waving • Hair coloring • Hair decolorization • Chemical hair relaxing	180	540
• Shaving	10	5
Implements, Tools, and Equipment		17.5
• Items	-	
Product Knowledge and Chemistry		31
• Products • Chemistry	-	
Safe Usage, Safety Devices, Federal Regulations and Standards		13
• Safe usage and devices • Federal regulations and standards • Electricity • Infection control • First aid	-	
Safety and Sanitation		*Approximately

Safety and sanitation hours are not included in the program total. Safety and sanitation knowledge and skills are applied as part of all services related to “work” experience.	-	10% of time spent on services should be related to safety/sanitation.
Career Development	-	20
Oregon Laws and Rules	-	20
Total	455	1150

RECOMMENDED CURRICULUM GUIDELINES

This content is specific to areas of knowledge in the field of hair design.

1. Throughout the curriculum, the student will receive instruction, classroom instructor demonstrations, guided practice and clinic experience under supervision.
2. It is recommended that a student’s time be divided as follows:
 - a) 50% of the student’s time should be spent working in the school’s clinic, where experience is gained through actual practice on live clients.
 - b) 25% of the student’s time should be spent working on mannequins, projects, and experiments.
 - c) 25% of the student’s time should be spent in lectures, demonstrations, and other theoretical learning efforts.

Please Note: Safety and sanitation requirements are applied as part of every service and are not specifically broken out into a separate subject outlined under the minimum hours section.

A **general rule of thumb:** 10% of the student’s time conducting all service-related work (as specified in 2a-b above) should be spent on safety and sanitation for hair design.

OREGON BOARD OF COSMETOLOGY

NAIL TECHNOLOGY CURRICULUM

Implemented on July 1, 2024

HEALTH LICENSING OFFICE

1430 Tandem Ave. NE, Suite 180

Salem, OR 97301-2192

Phone: (503) 378-8667

Fax: (503) 585-9114

Email: hlo.info@odhsoha.oregon.gov

Website: www.oregon.gov/oha/ph/hlo

MINIMUM OPERATIONS AND HOURS

The 281-hour Nail Technology Program includes education in nail technology, safety and sanitation, career development and Oregon laws and rules.

The hours and operations listed below are the minimum requirements to be used in the development of a school's nail technology curriculum.

Subject	Minimum Operations	Hours
Anatomy and Physiology		18
• Histology of the skin • Histology of the nails • Anatomy of the hands and feet	-	
Microbiology		2
• Viruses • Bacteria • Parasites • Immunity	-	
Nail Technology Services		40
• Manicuring	20	
• Pedicuring	20	
• Artificial nails (30 full sets/300 singles) • Fills • Overlays • Forms • Removals • Repairs	30	120
Implements, Tools, and Equipment		6
• Items	-	
Product Knowledge and Chemistry		8
• Products • Chemistry	-	
Safe Usage, Safety Devices, Federal Regulations and Standards		7
• Safe usage and devices • Federal regulations and standards • Electricity • Infection control • First aid	-	
Safety and Sanitation		*Approximately

Safety and sanitation hours are not included in the program total. Safety and sanitation knowledge and skills are applied as part of all services related to “work” experience.	-	10% of time spent on services should be related to safety/sanitation.
Career Development	-	20
Oregon Laws and Rules	-	20
Total	70	281

RECOMMENDED CURRICULUM GUIDELINES

This content is specific to areas of knowledge in the field of nail technology.

1. Throughout the curriculum, the student will receive instruction, classroom instructor demonstrations, guided practice and clinic experience under supervision.
2. It is recommended that a student’s time be divided as follows:
 - a) 50% of the student’s time should be spent working in the school’s clinic, where experience is gained through actual practice on live clients.
 - b) 25% of the student’s time should be spent working on mannequins, projects, and experiments.
 - c) 25% of the student’s time should be spent in lectures, demonstrations, and other theoretical learning efforts.

Please Note: Safety and sanitation requirements are applied as part of every service and are not specifically broken out into a separate subject outlined under the minimum hours section.

A **general rule of thumb:** 10% of the student’s time conducting all service-related work (as specified in 2a-b above) should be spent on safety and sanitation for nail technology.

Statement of Need & Fiscal Impact

~

Racial Equity Statement

HB 2380 (2025) FISCAL IMPACT: SMALL BUSINESS, GOVERNMENT AND THE PUBLIC

Each of the questions below must be answered in order to have a legally sufficient fiscal impact statement. Further, any errors cannot be fixed by an amended filing unless an advisory committee was used to develop the statement.

1. Are any state agencies likely to be economically affected by the rule change? If yes, which ones?
2. Are any units of local government likely to be economically affected by this rule change? If yes which ones?
3. Are any members of the public likely to be economically affected by the rule change? If yes, which ones?
4. Can you provide an estimate of the economic impact on state agencies, units of local government and members of the public? If yes, what is the estimate for each?
An estimate does not have to be an exact number but does need to let economically affected people know that they may be impacted.
5. Have you included a cost of compliance on small businesses¹ affected, including:
 - a. An estimate of the number of small businesses subject to the proposed rule.
 - b. An identification of the types of businesses and industries subject to the rule.
 - c. A description of expected reporting, recordkeeping, and administrative activities required to comply with the rule.
 - d. An estimate of the cost of professional services required to comply with the rule.

¹ A “small business” for this purpose has 50 or fewer employees. ORS 182.310(10).

78

- e. An identification of the equipment, supplies, and labor and increased administration required to comply with the rule.
 - f. A description of how small businesses were involved in developing the rule. This will be the advisory committee. If you consult with any other promoters, etc., be sure to mention that.
6. If you cannot provide an estimate of the economic impact on state agencies, units of local government or members of the public, does the statement of fiscal impact explain why an estimate is not possible. ***A bare “we don’t know” is not sufficient, there must also be a description of why an estimate is not possible.***
7. Is the fiscal impact statement sufficient to notify those who might be economically affected to evaluate their position? ***Err on the side of assuming an economic impact if there is any doubt.***
8. Are there ways to reduce the economic impact on small businesses?
- a. Consolidating compliance and reporting requirements?
 - b. Objective criteria for standards?
 - c. Exempting small businesses from parts of the rule?
 - d. Other less intrusive or less costly alternatives?
9. Identify what people and racial groups are impacted by the rule.
- a. Who is subject to the rule?
 - b. What issues does the rule address?
 - c. Who will be affected by the rule?
 - d. Which racial groups will be affected by the rule?
 - e. Which racial groups are likely to be most concerned by the issues addressed in the rule?
 - f. Which racial groups are likely to be most affected by the issues addressed in the rule?

79

10. Do any current stakeholders represent the racial groups likely to be affected by the rule. Identify what people and racial groups are impacted by the rule.
 - If not, who can HLO contact that represents racial groups likely to be affected by the rule?
11. Identify other resources where HLO can find data that helps to determine racial equity impacts specific to this rule.
12. Solicit from committee members their thoughts on how the rule might impact racial groups and any unintended adverse consequences that this rule might have on racial equity.

80

Rule Schedule

Administrative Rule Schedule: HB 2380 (2025)

Date	Action	Time
January 5, 2026	Qualification Committee	9:30 a.m.
January 12, 2026	Qualification Committee	9:30 a.m.
January 14, 2026	Rules Advisory Committee Invitation: • HLO sent invitation letters to interested parties who may represent persons and communities likely to be affected by the rule changes. • Sent invitation to appropriate legislator(s) pursuant to HB 3569 (2025) to PHD Government Relations	
February 5, 2026	Board of Cosmetology meeting • Discuss impact on rules and rulemaking • Review rules schedule and add additional meetings, if necessary, for rulemaking process • Get feedback on interested parties and communities to be included in the Rules Advisory Committee	10 a.m.
February 18, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
March 18, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
April 9, 2026	Special Board meeting: esthetics rule petition	10 a.m.
April 22, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
May 4, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.

October 29, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
November 5, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
November 12, 2026	Qualification and Rules Advisory Committee Meeting	9:30 a.m.
December 9, 2026	Board meeting: - Review report from HLO related to feedback provided to HLO from the Qualifications and Rules Advisory Committee regarding proposed rules - Adoption of temporary rules	10 a.m.
January 1, 2027: Temporary rules becomes effective for 180 days		
February 4, 2027	Board meeting: - Review report from HLO related to feedback provided to HLO from the Qualifications and Rules Advisory Committee regarding proposed rules - Approve proposed rules	10 a.m.
March 1, 2027	Notice of proposed rules published in Oregon Bulletin & first day of public comment	
March 1, 2027	Notify interested parties & legislators (49-days) of filing of proposed rules	
March 17, 2027	Public rule hearing	10 a.m. to 11 a.m.
March 18, 2027	Public rule hearing	5 p.m. to 6 p.m.
March 28, 2027	Last day for public comment	12 p.m.

May 6, 2027	Board meeting: No public and interested parties feedback on the agenda • Consider public comment & hearing officer report • Possibly adopt permanent rules	10 a.m.
May 15, 2027 to June 15, 2027	Implementation • Community engagement • Training and forms • Communication	
June 15, 2027	Permanent rules effective	
June 28, 2027	Temporary rule expires	

The purpose of a Rules Advisory Committee (RAC) meeting is to gather feedback on the draft administrative rule language. The Health Licensing Office (HLO) will facilitate a review of the language. Feedback from RAC members and public comments will be recorded and summarized in a report to HLO and the Board of Cosmetology. No decisions will be made during the RAC, and no votes will be taken; consensus is neither a goal nor a requirement.

For questions contact Samie Patnode at samie.patnode@oha.oregon.gov. Dates subject to change.

Revised 09/29/2026

HB 2380 (2025)

**Cosmetology
Provisional Certificate**

Enrolled House Bill 2380

Sponsored by Representative LEVY B, Senator SMITH DB, Representative PHAM H; Representatives JAVADI, OSBORNE, SCHARF, WRIGHT, Senator NASH (Presession filed.)

CHAPTER

AN ACT

Relating to cosmetology provisional certificates; creating new provisions; amending ORS 690.005, 690.035 and 690.046; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. Section 2 of this 2025 Act is added to and made a part of ORS 690.005 to 690.225.

SECTION 2. (1) The Board of Cosmetology shall adopt rules to allow an individual who holds a provisional certificate issued under this section to perform in a field of practice under the supervision of a practitioner who holds a certificate in the same field of practice and meets the requirements established under paragraph (c) of this subsection. The rules adopted under this subsection must establish:

(a) A process for the Health Licensing Office to issue a provisional certificate, including eligibility requirements specifying that the holder of a provisional certificate shall be actively working toward holding a certificate;

(b) A process to enable a practitioner to supervise the holder of a provisional certificate; and

(c) Requirements for a practitioner to supervise the holder of a provisional certificate that must include, but are not limited to, requirements that a practitioner:

(A) Shall have held, for at least five years, an active certificate in a field of practice in which the practitioner intends to offer supervision; and

(B) May not be subject to any current or pending disciplinary action.

(2)(a) An applicant for a provisional certificate shall pay a fee established under ORS 676.576.

(b) The office may issue a provisional certificate to perform in a field of practice only if no school that offers a program of study in the field of practice is located within 50 miles of the applicant's residential address.

(3) A provisional certificate issued under this section may be renewed pursuant to rules adopted by the board. The holder of a provisional certificate may perform only in the field of practice for which the provisional certificate is issued and may hold provisional certificates in more than one field of practice.

(4) The number of hours of supervised experience completed by the holder of a provisional certificate shall be credited in an equal number toward the total number of educational hours required for issuance of a certificate under ORS 690.046.

(5) A practitioner described in subsection (1) of this section may not be required to pay a fee in order to supervise the holder of a provisional certificate.

(6) The board may adopt other rules as necessary to carry out this section, including rules to establish the amount of time for which a provisional certificate issued under this section is valid.

SECTION 3. ORS 690.005 is amended to read:

690.005. As used in ORS 690.005 to 690.225:

- (1) "Authorization" has the meaning given that term in ORS 676.562.
- (2) "Barbering" means any of the following practices, when done upon the human body for cosmetic purposes and not for medical diagnosis or treatment of disease or physical or mental ailments:
 - (a) Shampooing, styling, cutting, singeing and conditioning of the hair of an individual.
 - (b) Applying hair tonics, dressings and rinses.
 - (c) Massaging of the scalp, face and neck and applying facial and scalp treatments with creams, lotions, oils and other cosmetic preparations, either by hand or mechanical appliances, except that the mechanical appliances may not be galvanic or faradic.
 - (d) Shaving, trimming or cutting of the beard or mustache.
- (3) "Certificate" means a written authorization for the holder to perform in one or more fields of practice.
- (4) "Cosmetology" means the art or science of beautifying and improving the skin, nails and hair and the study of cosmetics and their application.
- (5) "Demonstration permit" means a written authorization for a person to practice, demonstrate and teach one or more fields of practice on a temporary basis.
- (6) "Esthetics" means any of the following skin care or facial care practices performed on the human body or face for the purpose of keeping the skin of the human body or face healthy and attractive and not for medical diagnosis or treatment of disease or physical or mental ailments:
 - (a) The use of the hands or mechanical or electric apparatuses, appliances or devices for cleansing, stimulating, manipulating, exfoliating or applying lotions or creams.
 - (b) Temporary removal of hair by using lotion, cream, an appliance, wax, thread, sugar, tweezers, dermaplaning, a depilatory or other means.
 - (c) Makeup artistry.
 - (d) Eyebrow and eyelash services.
 - (e) Facial and body treatments.
- (7) "Facility" means an establishment operated on a regular or irregular basis for the purpose of providing services in one or more fields of practice.
- (8) "Field of practice" means the following cosmetology disciplines:
 - (a) Barbering.
 - (b) Esthetics.
 - (c) Hair design.
 - (d) Nail technology.
 - (e) Natural hair care.
- (9) "Freelance license" means a written authorization that allows a practitioner to practice outside or away from a licensed facility.
- (10) "Hair design" means any of the following practices, when done upon the human body for cosmetic purposes and not for medical diagnosis or treatment of disease or physical or mental ailments:
 - (a) Shaving, trimming or cutting of the beard or mustache.
 - (b) Styling, permanent waving, relaxing, cutting, singeing, bleaching, coloring, shampooing, conditioning, applying hair products or similar work upon the hair of an individual.
 - (c) Massaging the scalp and neck when performed in conjunction with activities in paragraph (a) or (b) of this subsection.
- (11) "Independent contractor" means a practitioner who qualifies as an independent contractor under ORS 670.600 and who is not under the control and direction of a facility license holder.

(12) “License” means a written authorization issued under ORS 690.055 to a person to operate a facility or freelance business for providing services related to one or more fields of practice to the public.

(13)(a) “Mechanical or electrical apparatus, appliance or device” includes, but is not limited to, galvanic current, high-frequency microcurrents, light-emitting diode therapy and microdermabrasion that does not penetrate beyond the epidermis except through natural physiological effects.

(b) “Mechanical or electrical apparatus, appliance or device” does not include lasers or intense pulsed light or a device, as that term is defined by the Board of Cosmetology by rule, in collaboration with the Board of Certified Advanced Estheticians.

(14) “Nail technology” means any of the following manicuring or pedicuring practices performed for cosmetic purposes and not for medical diagnosis or treatment of disease or physical or mental ailments:

(a) Cutting, trimming, polishing, coloring, tinting, cleansing or otherwise treating the nails of the hands or feet.

(b) Massaging, cleansing, treating or beautifying the hands, arms below the elbow, feet or legs below the knee.

(c) Applying, sculpturing or removing artificial nails of the hands or feet.

(15)(a) “Natural hair care” means:

(A) The braiding, cornrowing, extending, lacing, locking, sewing, twisting, weaving or wrapping of human hair, natural fibers, synthetic fibers or hair extensions through the use of hands or simple devices such as clips, combs, hairpins or needle and thread;

(B) The use of scissors to trim synthetic fibers, hair extensions or sewn-in weave extensions as is necessary to perform the activities described in this paragraph;

(C) The making of customized wigs from natural hair, natural fibers, synthetic fibers or hair extensions; or

(D) Shampooing or conditioning of the hair of an individual.

(b) “Natural hair care” does not include the use of scissors, except as provided in paragraph (a)(B) of this subsection, penetrating chemical hair treatments, chemical hair coloring agents, chemical hair straightening agents, chemical hair joining agents, permanent wave styles or chemical hair bleaching agents.

(16) “Practitioner” means a person certified to perform services included within a field of practice.

(17) “Provisional certificate” means a written authorization issued under section 2 of this 2025 Act for the holder to perform in one field of practice under the supervision of a practitioner who holds a certificate in the same field of practice.

[(17)] (18) “Registration” means a written authorization issued to an independent contractor to hold forth to the public as a business entity providing services in a field of practice.

[(18)] (19) “School” means an educational establishment that offers a program of study in one or more fields of practice other than natural hair care, including, but not limited to, a career school licensed under ORS 345.010 to 345.340 including a proficiency-based career school, a community college or an educational establishment operated by a school district.

[(19)] (20) “Temporary facility permit” means a written authorization issued under ORS 690.055 to provide services on a temporary basis in one or more fields of practice.

SECTION 4. ORS 690.035 is amended to read:

690.035. [A *person desiring*] **In order** to obtain a certificate, **provisional certificate** or demonstration permit, **a person** shall apply in writing to the Health Licensing Office on a form approved by the office. [Each] **The** application [shall] **must** contain:

(1) An affirmation by the applicant that the information contained therein is accurate[. *The application must also include*]; **and**

(2) Evidence establishing to the satisfaction of the office that the applicant possesses the necessary qualifications.

SECTION 5. ORS 690.046 is amended to read:

690.046. (1) To qualify for certification as a practitioner of hair design, barbering, esthetics, nail technology or natural hair care, an applicant shall:

(a) If the applicant is applying for certification to practice hair design, barbering, esthetics or nail technology:

(A) Complete the curriculum requirements in the field of practice for which certification is sought that are adopted by the Board of Cosmetology by rule and approved by the Health Licensing Office; and

(B) Submit satisfactory evidence from a school **or, if the applicant holds a provisional certificate issued under section 2 of this 2025 Act, from the applicant's supervisor**, to the office that demonstrates the applicant has successfully met the requirements described in subparagraph (A) of this paragraph.

(b) Successfully pass the certification examination approved, administered or recognized by the board in the field of practice for which certification is sought.

(c) Pay the applicable fees established under ORS 676.576.

(d) Meet any additional requirements the board may impose by rule in the field of practice for which certification is sought.

(2) The office may waive all or part of the requirements described in subsection (1) of this section and allow an applicant who meets all of the other requirements of subsection (1) of this section to take the certification examination if:

(a) For an applicant who holds an active authorization issued in another state or territory of the United States or another country:

(A) The office determines that the applicant's education or training, including any education or training obtained in the military, is substantially equivalent to the certification requirements described in subsection (1) of this section and any rules adopted under subsection (1) of this section; and

(B) The applicant's active authorization has not been subject to disciplinary action by the authorizing body.

(b)(A) For an applicant who has received education or training outside of this state and does not hold an active authorization issued by another jurisdiction, the school that provided to the applicant a skills assessment and practical evaluation:

(i) Submits to the office evidence that the applicant passed the skills assessment and practical evaluation; and

(ii) Attests, on a form prescribed by the office, to having verified the applicant's prior training or education.

(B) An applicant described in this paragraph shall obtain a skills evaluation and practical assessment from a school.

(3) A person who is certified to practice hair design or barbering under this section is authorized to practice natural hair care.

SECTION 6. (1) Section 2 of this 2025 Act and the amendments to ORS 690.005, 690.035 and 690.046 by sections 3 to 5 of this 2025 Act become operative on January 1, 2027.

(2) The Board of Cosmetology and the Health Licensing Office may take any action before the operative date specified in subsection (1) of this section that is necessary to enable the board and the office to exercise, on and after the operative date specified in subsection (1) of this section, all of the duties, functions and powers conferred on the board and the office by section 2 of this 2025 Act and the amendments to ORS 690.005, 690.035 and 690.046 by sections 3 to 5 of this 2025 Act.

SECTION 7. This 2025 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2025 Act takes effect on its passage.

Passed by House April 22, 2025

.....
Timothy G. Sekerak, Chief Clerk of House

.....
Julie Fahey, Speaker of House

Passed by Senate May 14, 2025

.....
Rob Wagner, President of Senate

Received by Governor:

.....M.,....., 2025

Approved:

.....M.,....., 2025

.....
Tina Kotek, Governor

Filed in Office of Secretary of State:

.....M.,....., 2025

.....
Tobias Read, Secretary of State

90

Forms

For Office Use Only		
Applicant #:	Certification #:	Staff Initials:

Cosmetology Provisional Certification Application

Field(s) of practice you are applying for:

☐ Barbering	☐ Hair Design	☐ Esthetics	☐ Nail Technology
------------------------------------	--------------------------------------	------------------------------------	--

Applicant Information

LAST NAME:	FIRST NAME:	MIDDLE INITIAL:
------------	-------------	-----------------

BIRTHDATE:	GENDER:	☐ FEMALE	☐ MALE	☐ NONBINARY / OTHER
------------	---------	---------------------------------	-------------------------------	--

RESIDENTIAL PHYSICAL ADDRESS **(REQUIRED)**:

CITY:	STATE:	ZIP:
-------	--------	------

MAILING ADDRESS (IF DIFFERENT FROM ABOVE):

CITY:	STATE:	ZIP:
-------	--------	------

BUSINESS PHONE:	PERSONAL PHONE:
-----------------	-----------------

EMAIL (REQUIRED) :	SOCIAL SECURITY # (REQUIRED) :
---------------------------	---------------------------------------

Have you ever been known under any other legal name? ☐ No ☐ Yes If yes, list all previous full (legal) names below:

Previous legal name(s):

Do you hold or have you previously held licensure, certification or registration with the Health Licensing Office or any other state? ☐ No ☐ Yes - If yes, please list information below (add additional blank page if necessary):

State:	Lic./Cert./Reg. #:	Expiration:
--------	--------------------	-------------

Payment Information (complete this section only if submitting payment by mail)

Required Fees: *The application fee is non-refundable. **DO NOT MAIL CASH.**

Application Fee:	Certification Fee:	Total =
-------------------------	---------------------------	----------------

Please check one:	☐ Credit Card (see below)	☐ Check	☐ Money Order	☐ Purchase Order
-------------------	--	--------------------------------	--------------------------------------	---

Type of credit card:	☐ Visa	☐ Mastercard	☐ Discover
----------------------	-------------------------------	-------------------------------------	-----------------------------------

Note: The credit card holder must either be the applicant or be present at the time application is submitted.

Name on credit card:

Card number:	Exp date:	Authorized amount: \$
--------------	-----------	-----------------------

Cardholder signature:

(Do not write in the following section – Office use only)		
☐ OTC	☐ Verified ID	Type of ID: _____ Staff Initials _____

Method of Payment: ☐ Visa ☐ MasterCard ☐ Discover ☐ Cash ☐ Check ☐ MO ☐ PO AMOUNT: _____ INITIALS: _____ ☐ Approval code/CK#: _____	Method of Payment: ☐ Visa ☐ MasterCard ☐ Discover ☐ Cash ☐ Check ☐ MO ☐ PO AMOUNT: _____ INITIALS: _____ ☐ Approval code/CK#: _____	Method of Payment: ☐ Visa ☐ MasterCard ☐ Discover ☐ Cash ☐ Check ☐ MO ☐ PO AMOUNT: _____ INITIALS: _____ ☐ Approval code/CK#: _____
---	---	---

--	--	--

Individual Records Questions

Please accurately answer all the questions below. The Health Licensing Office (HLO) may review your information through the Law Enforcement Data System, other governmental agencies, and private vendors to confirm the accuracy of the information. Any misrepresentation or failure to disclose information may result in disciplinary action.

1. **Do you have any pending or completed investigations or any disciplinary actions taken against you by any licensing or regulatory authority?** Disciplinary action includes, but is not limited to, probation, suspension, civil penalty, or any other sanction limiting, in any way, a license, certificate, registration or permit.
☐ **Yes** ☐ **No** If yes, attach an additional page(s) and provide an explanation.
2. **Have you ever been convicted of a misdemeanor or felony?** ☐ **Yes** ☐ **No** If yes, please list all convictions, including the charges and year convicted (attach additional pages if necessary).

Year Convicted
3. **As of today, are you on probation or parole?** ☐ **Yes** ☐ **No** If yes, you **must** provide a letter of release from your probation or parole officer authorizing you to obtain an authorization to practice. If you are on bench probation, or probation with the court, you must provide documentation of your conditions of the probation.

Mandatory Social Security Number Disclosure and Use

You are required to provide your Social Security number (SSN) to the HLO as part of your application for initial or renewed occupational or professional license, certification, or registration issued by HLO pursuant to ORS 25.785, ORS 305.385, 42 USC § 666(a)(13) and 42 USC §405(c)(2)(C)(i). Failure to provide your SSN will be a basis to refuse to issue or renew the license, certification, or registration you seek. HLO is authorized by law to use your SSN for child support enforcement and tax administration purposes only. HLO will only use your SSN for these purposes unless you authorize other uses of your SSN as discussed below. Your SSN will remain on file with HLO. If you have never been assigned an SSN, please refer to the section below titled Request for Exemption from Social Security Number Disclosure and Attestation.

Voluntary SSN Disclosure and Use - Criminal Background Checks and Military Status Verification

The HLO is authorized to conduct criminal background checks pursuant to ORS 181A.195, 676.608, and 676.612. The HLO requests that you voluntarily provide your SSN for this purpose. Pursuant to 50 USC § 3931, the HLO must determine the military status (or lack thereof) of a respondent before issuing a default final order. The HLO requests that you voluntarily provide your SSN for this purpose. Failure to provide your SSN for these purposes will not be used to deny your application, or to deny you any right, benefit or privilege provided by law. If you consent to the use of your SSN by the HLO for these purposes, it may be used only for these purposes.

4. **I voluntarily consent to disclose my SSN to the HLO for criminal background checks and military status verification.**
☐ **Yes** ☐ **No**

Request for Exemption from Social Security Number Disclosure and Attestation

5. If you do not have a Social Security number (SSN) you may request an exemption from the SSN requirement. To receive the exemption, you must attest and certify that you have never been assigned an SSN and if you are ever assigned an SSN, you will report it to the HLO within 30 days.

DO NOT SIGN BELOW IF YOU HAVE A SOCIAL SECURITY NUMBER

By signing below, I attest and certify that I have never been assigned an SSN and agree that if an SSN is assigned to me, I will report it to the HLO within 30 days.

Applicant Signature:

Date:

Certification of Information Provided

6. I have examined this application and supporting documentation and certify by my signature below that it is true, correct, and complete. I understand that providing false information or making a false statement on this application will be cause for denial, suspension, or revocation of my license, certification, or registration. I have enclosed the required fees and documentation.

Applicant Signature:

Date:

Affirmative Action – Voluntary Question

The State of Oregon has an Affirmative Action (AA) Policy. If you choose to provide the optional information below, it will help to evaluate the effectiveness of our AA programs. This information will also be used in the aggregate (i.e., as a whole, not individually) for research and statistical purposes. It will not be tied specifically or directly to your licensing information.

Which of the following describes your racial or ethnic identity? Please check all that apply.

American Indian and Alaska Native

- ☐ American Indian
- ☐ Alaska Native
- ☐ Canadian Inuit / Metis / First Nation
- ☐ Indigenous Mexican / Central American / South America

Asian

- ☐ Asian Indian
- ☐ Cambodian
- ☐ Chinese
- ☐ Communities of Myanmar
- ☐ Filipino / Filipina
- ☐ Hmong
- ☐ Japanese
- ☐ Korean
- ☐ Laotian
- ☐ South Asian
- ☐ Vietnamese
- ☐ Other Asian

Black and African American

- ☐ African American
- ☐ Afro-Caribbean
- ☐ Ethiopian
- ☐ Somali
- ☐ Other African (Black)
- ☐ Other Black

Hispanic and Latino/Latina/Latinx

- ☐ Central American
- ☐ Mexican
- ☐ South American
- ☐ Other Hispanic or Latino/Latina/Latinx

Middle Eastern / North African

- ☐ Middle Eastern
- ☐ North African

Native Hawaiian and Pacific Islander

- ☐ Chamoru/Chamorro
- ☐ Guamanian
- ☐ Marshallese / Micronesian / Palauan / Tongan
- ☐ Communities of the Micronesian Region
- ☐ Native Hawaiian
- ☐ Samoan
- ☐ Other Pacific Islander

White

- ☐ Eastern European
- ☐ Slavic
- ☐ Western European
- ☐ Other White

Other Categories

- ☐ Other: _____
- ☐ Unknown
- ☐ Decline to answer

If you checked more than one race or ethnicity above, is there **one** you think of as your primary racial or ethnic identity?

- ☐ Yes, please list: _____
- ☐ I do not have just one primary racial or ethnic identity
- ☐ No, I identify as Bi-racial or Multi-racial
- ☐ Not applicable, I only checked one category above
- ☐ Unknown
- ☐ Decline to answer

HEALTH LICENSING OFFICE Board of Cosmetology

1430 Tandem Ave. NE, Suite 180, Salem, OR 97301-2192
Phone: (503) 378-8667 | Email: hlo.info@odhsoha.oregon.gov
Web: www.oregon.gov/oha/ph/hlo

Application Requirements

PLEASE NOTE: The applicant is responsible for payment of fees assessed by the issuing organization(s) when obtaining required official documentation.

Applicant must:

_____	Meet the requirements of Oregon Administrative Rule, Chapter 331, Division 30 .
_____	Submit this completed application, accompanied by payment of the required fees. Fee amounts can be found on the first page of this application.
_____	Submit two forms of original identification issued by a government agency. Acceptable identification options can be found under Chapter 331, Division 30 of Oregon Administrative Rule. ID requirements are as follows: • The two forms of ID must be issued by a government agency. • Both the ID's must include the applicant's current legal name. • At least one form of ID provided must be photographic. • We do not accept student ID cards, department store or warehouse cards, debit cards, etc. If you have a question about whether a particular ID type is acceptable, please call (503) 378-8667, to verify. • If submitting photocopies of your ID by mail, legible (clear) front and back copies must be submitted. Submit the copies on a full-sized piece(s) of copy paper, do not cut the ID images out. If you do not meet all of the ID requirements above, you run the risk of your application process being delayed.
_____	Provide documentation of completing a Board approved Blood Borne Pathogens (BBP) training.
_____	Submit the completed Declaration of Responsibility Form (last page of this application).

HEALTH LICENSING OFFICE Board of Cosmetology

1430 Tandem Ave. NE, Suite 180, Salem, OR 97301-2192

Phone: (503) 378-8667 | Fax: (503) 370-9004

Email: hlo.info@odhsoha.oregon.gov | Web: www.oregon.gov/oha/ph/hlo

For Office Use Only

Applicant #:

License #:

Staff Initials:

COSMETOLOGY PROVISIONAL TRAINEE AND SUPERVISOR DECLARATION OF RESPONSIBILITY

Provisional Trainee Information

LAST NAME:

FIRST NAME:

MIDDLE INITIAL:

Indicate the field(s) of practice in which training will be provided:

☐ Barbering

☐ Hair Design

☐ Esthetics

☐ Nail Technology

Provisional Trainee – Read and Sign

By signing below, I agree to fulfill the requirements of my training by:

- Performing only the services within the field(s) of practice that I am being trained in, as defined in Oregon Administrative Rule.
- Working only under the supervision of my Health Licensing Office (HLO) approved supervisor(s) during the duration of my training.
- Developing theory and practical skills by accepting the management, guidance and control over my training activities as provided to me by my approved supervisor(s).
- Notifying the HLO in writing within ten (10) calendar days if changes occur in my supervision status.
- Responding to all requests for information from the HLO related to my training.
- Adhering to all standards set forth within Oregon Administrative Rule.

Provisional Trainee Signature:

Date:

Supervisor Information

SUPERVISOR'S LAST NAME:

FIRST NAME:

MIDDLE INITIAL:

PRACTITIONER CERTIFICATE # COS-

FACILITY NAME:

FACILITY LICENSE #:

Supervisor – Qualification Requirements

By checking the box below, I attest to:

☐ Having submitted a Cosmetology Provisional Supervisor Application and received approval from the Health Licensing Office to be a supervisor.

By signing below, I confirm that I have met the cosmetology provisional supervisor qualification requirements.

Supervisor Signature:

Date:

COSMETOLOGY PROVISIONAL TRAINEE AND SUPERVISOR DECLARATION OF RESPONSIBILITY (continued)

Supervisor – Provisional Trainee Supervision Requirements

By signing below, I agree to fulfill the requirements of a supervisor by:

- Exercising management, guidance, and control over the activities of the provisional trainee; exercise professional judgment and be responsible for all matters relative to the trainee.
- Documenting the work done by the trainee, on a form prescribed by the HLO and maintain the training documentation for a minimum of ten (10) years following completion of the training.
- Notifying the HLO in writing within ten (10) calendar days if a trainee is no longer being supervised and must provide the number of training hours completed on a form prescribed by the HLO.
- Responding to all requests for information from the HLO related to the provisional training program.
- Adhering to all standards set forth within Oregon Administrative Rule.

By signing below, I attest that I will fulfill the requirements of a cosmetology provisional trainee supervisor, will provide supervision to the above-named trainee, and will perform all the activities and duties for which I am responsible.

Supervisor Signature:

Date:

**Practical
Examination
Information**

~

Proctor & Candidate

98

**BOARD OF ELECTROLOGISTS
AND BODY ART PRACTITIONERS**

**ELECTROLOGY
PRACTICAL EXAMINATION**

**PROCTOR
INFORMATION
PACKET**

Board of Electrologists and Body Art Practitioners Electrology Practical Examination - Proctor Guidelines

It is the goal of the Health Licensing Office (HLO) to administer an objective, unbiased Electrology Practical Examination to candidates seeking licensure in Oregon.

The following guidelines have been developed by the HLO for persons serving as an Electrology Practical Examination Proctor.

The HLO requests your compliance with the following guidelines:

- Each person will be treated with respect.
- No personal attacks, ridiculing, or sarcasm.
- Limit conversation with candidates pertaining to instructions or clarification directly related to the Examination process. Avoid coaching or prompting the Candidate during any phase of the Examination.
- No promoting or discrediting companies, manufactures, products, facilities, and others.
- Promote a safe, healthy, efficient, and drug-free environment.
- Write any comments or notations related to your evaluation of the candidate's performance of the Examination on the score form.
- Examination results may be discussed with the candidate, however official results of the Examination score will be provided to the candidate by the HLO. Please note, proctors are not required to discuss the results of the Examination with the candidate.
- Cell phone usage is prohibited during the administration of the Examination.
- Refer any questions or concerns you may receive about the Examination or a candidate's performance to Trisha Moul at (503) 373-0352 or trisha.moul@oha.oregon.gov.

Practical Examination Candidate Supply Checklist

The proctor will verify the candidate has the following supplies prior to proceeding with the Electrology Practical Examination. **Candidates must bring the following supplies to the Examination:**

- _____ One Epilator of your choice - Galvanic, Thermolysis or The Blend
- _____ 1 covered container (plastic or glass) filled with cotton balls
- _____ 1 small container with lid, cotton inside (for epilated hairs)
- _____ 1 container lotion for after treatment
- _____ 1 container of antiseptic solution to cleanse model's skin (clearly marked with manufactures instructions)
- _____ 1 container of EPA registered high level disinfectant (clearly marked with manufactures instructions)
- _____ 1 resealable plastic bag used for proper disposal of waste materials
- _____ 1 container of facial tissues
- _____ 1 pair eye shields (optional-if needed)
- _____ 1 pairs of forceps
- _____ 3 needles (minimum number required) of proper size for your model
- _____ 1 pair of magnifying loops AND/OR 1 magnification lamp
- _____ Protective gloves
- _____ Scotch tape to hang re-sealable plastic bag on equipment table
- _____ Draping
- _____ Headrest cover (plastic cover provided by the facility is not acceptable)

Candidate/Examinee/Student Name: _____

Proctor/Supervisor/Instructor Name: _____

Electrology License # _____ Date Practical Administered: _____

*During the Examination, if the safety of the practitioner or the public is going to be compromised, **THE EXAMINATION MUST BE IMMEDIATELY STOPPED**, and the deficiency must be corrected prior to proceeding with the Examination.

Start Time: _____ am / pm		POINTS POSSIBLE	POINTS AWARDED	COMMENTS
End Time: _____ am / pm				
1.0 PROCEDURE SET-UP				
1.1	Hand washing	3		
1.2	Gloving	3		
1.3	Use of clean, disinfected, and sterilized instruments.	10		
1.4	Disinfection of treatment table, electrolysis machine and lamp.	3		
1.5	Hand washing	3		
Section 1.0 - Total				
2.0 MODEL– Candidate retrieves model at this point				
2.1	Hand washing	3		
2.2	Gloving	3		
2.3	Cleansing of skin with astringent.	3		
Section 2.0 - Total				
3.0 PROCEDURE				
3.1	Correct needle size.	10		
3.2	Correct placement of needle in holder.	10		
3.3	Correct setting: ☐ Galvanic Current ☐ High Frequency Current ☐ Blend Current	10		
3.4	Correct angle of needle during insertion.	10		
3.5	Ease of needle during insertion.	10		
3.6	Correct depth of needle during insertion.	10		
3.7	Ease of epilation.	10		
Section 3.0 - Total				
4.0 POST PROCEDURE				
4.1	Immediate disposal of sharps	10		
4.2	Condition of skin after procedure.	10		
4.3	Cleansing of skin with astringent.	3		
Section 4.0 - Total				
5.0 POST PROCEDURE CLEANUP – Candidate dismisses model at this point				
5.1	Proper tool isolation.	3		
5.2	Disinfection of treatment table and lamp.	3		
5.3	Disposal of contaminated waste.	3		
5.4	Hand washing	3		
Section 5.0 - Total				
Total Points (136 points possible)				
75% to pass; minimum 102 points required to pass Total Points _____ Divided by 136 = _____ %				

1.0 PROCEDURE SET-UP
1.1 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
1.2 Gloving • Three (3) points if proper gloving is used and aseptic technique was maintained. • * Zero (0) points * If gloving is used and aseptic technique was not maintained, or gloves were not used, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
1.3 Instruments • Ten (10) points if sterile tools, needles and instruments are appropriately handled and stored (secured). • Five (5) points if sterile tools, needles and instruments are handled and stored (secured) in a way that may compromise integrity. • Zero (0) points if sterile tools, needles and instruments were not appropriately handled or stored (secured).
1.4 Surface Disinfection • Three (3) points if treatment area, including treatment table, electrolysis machine and lamp were disinfected. • Two (2) point if treatment area was partially disinfected. • Zero (0) points if treatment area was not disinfected.
1.5 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
2.0 MODEL
2.1 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
2.2 Gloving • Three (3) points if proper gloving is used and aseptic technique was maintained. • * Zero (0) points * If gloving is used and aseptic technique was not maintained, or gloves were not used, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
2.3 Skin Cleansing • Three (3) points if client's skin was cleansed with an astringent. • Two (2) points if client's skin was cleansed with something other than an astringent. • Zero (0) points if client's skin was not cleansed at all.

3.0 PROCEDURE
3.1 Needle Size – needle should be approximately the same size as the hair being removed • Ten (10) points if correct needle size was used on 100% of hair being removed. • Eight (8) points if correct needle size was used on 90% of hair being removed. • Six (6) points if correct needle size was used on 80% of hair being removed. • Four (4) points if correct needle size was used on 75% of hair being removed. • Two (2) points if correct needle size was used on 50% of hair being removed. • Zero (0) points if correct needle size was used on less than 50% of hair being removed.
3.2 Placement of Needle in Holder – insertion of needle without contamination • Ten (10) points if needle was placed correctly in holder/wand and aseptic technique was maintained • * Zero (0) points * If cross contamination occurs during needle placement, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
3.3 Electrolysis Machine setting ✓ Galvanic Current – Correct Sodium Hydroxide and timing. ✓ High Frequency Current (Thermolysis) - Correct heating, timing, intensity, duration and suitable current. ✓ Blend Current – Correct sodium hydroxide heating and timing. • Ten (10) points if correct setting was used on 100% of hair. • Eight (8) points if correct setting was used on 90% of hair. • Six (6) points if correct setting was used on 80% of hair. • Four (4) points if correct setting was used on 75% of hair. • Two (2) points if correct setting was used on 50% of hair. • Zero (0) points if correct setting was used on less than 50% of the hair.
3.4 Needle Angle During Insertion – same angle hair shaft emerges from skin. • Ten (10) points if needle angle was correct during insertion on 100% of hair. • Eight (8) points if needle angle was correct during insertion on 90% of hair. • Six (6) points if needle angle was correct during insertion on 80% of hair. • Four (4) points if needle angle was correct during insertion of 75% of hair. • Two (2) points if needle angle was correct during insertion of 50% of hair. • Zero (0) points if needle angle was correct during insertion on less than 50% of hair.
3.5 Needle Ease During Insertion – no stretching, denting , poking or jabbing • Ten (10) points if needle ease was correct during insertion on 100% of hair. • Eight (8) points if needle ease was correct during insertion on 90% of hair. • Six (6) points if needle ease was correct during insertion on 80% of hair. • Four (4) points if needle ease was correct during insertion on 75% of hair. • Two (2) points if needle ease was correct during insertion on 50% of hair. • Zero (0) points if needle ease was correct during insertion on less than 50% of hair.

3.0	PROCEDURE, Continued
3.6	Correct Needle Depth – correct needle depth during insertion • Ten (10) points if depth of needle was correct during insertion on 100% of hair. • Eight (8) points if depth of needle was correct during insertion on 90% of hair. • Six (6) points if depth of needle was correct during insertion on 80% of hair. • Four (4) points if depth of needle was correct during insertion on 75% of hair. • Two (2) points if depth of needle was correct during insertion on 50% of hair. • Zero (0) points if depth of needle was correct during insertion on less than 50% of hair.
3.7	Ease of Epilation – hair easily slides out of follicle without traction or pulling of the skin. • Ten (10) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 100% of hair. • Eight (8) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 90% of hair. • Six (6) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 80% of hair. • Four (4) points if hair easily slides out in direction of growth without traction or pulling on the skin on 75% of hair. • Two (2) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 50% of hair. • Zero (0) points if hair easily slides out in direction of growth without traction or pulling on the skin on less than 50% of hair.
4.0	POST PROCEDURE
4.1	Sharps Disposal • Ten (10) points if sharps were disposed of in sharps container. • * Zero (0) points * If a sharps container is not used, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
4.2	Skin Condition - no excessive redness, blanching, or swelling. • Ten (10) points if skin condition appropriate after procedure on 100% of skin. • Five (5) points if skin condition appropriate after procedure on 75% of skin. • Zero (0) points if skin condition appropriate after procedure on less than 75% of skin.
4.3	Cleansing of Skin • Three (3) points if skin was cleansed with astringent. • Two (2) points if client's skin was cleansed with something other than an astringent. • Zero (0) points if skin was not cleansed at all.
5.0	POST PROCEDURE CLEAN-UP
5.1	Proper Tool Isolation • Three (3) points if sterile tools, needles and instruments are appropriately handled and stored (secured). • Two (2) points if sterile tools, needles and instruments are handled and stored (secured) in a way that may compromise integrity. Zero (0) points if sterile tools, needles and instruments were not appropriately handled or stored (secured).

5.2 Handling and Disposal of Contaminated Waste

- Three (3) points if contaminated waste was disposed of appropriately.
- Zero (0) points if contaminated waste was not disposed of appropriately

5.3 Surface Disinfection

- Three (3) points if treatment area, including treatment table, electrolysis machine and lamp were disinfected.
- Two (2) point if treatment area was partially disinfected.
- Zero (0) points if treatment area was not disinfected.

5.4 Hand Washing

- Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer.
 - Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists.
- Zero (0) points if hands were *not* washed or treated with an antibacterial hand sanitizer.

*During the Examination, if the safety of the practitioner or the public is going to be compromised, **THE EXAMINATION MUST IMMEDIATELY BE STOPPED**, and the deficiency must be corrected prior to proceeding with the Examination.

1430 Tandem Ave. NE, Suite 180, Salem, OR 97301-2192
Phone: (503) 378-8667 | Fax: (503) 370-9004
Email: hlo.info@odhsosha.oregon.gov | Web: www.oregon.gov/oha/ph/hlo

CERTIFICATION OF ELECTROLOGY PRACTICAL EXAMINATION

To be completed by an HLO approved proctor

Name of Examination Candidate:

Name of Proctor:

Proctor's Electrology License Number:

Electrology Facility Address:

City:

State:

Zip:

Phone:

Final Electrology Practical Exam

Date Practical Examination Administered:

Grade Received: %

By signing below, I certify the required practical examination certification is true and accurate.

Approved Proctor Signature:

Date:

107

**BOARD OF ELECTROLOGISTS
AND BODY ART PRACTITIONERS**

**ELECTROLOGY
PRACTICAL EXAMINATION**

**CANDIDATE
INFORMATION
PACKET**

The purpose of the Examination is to determine and verify that an Electrology Practical Examination Candidate (Candidate) possesses the minimum level of practical and cognitive skills essential for the competent and safe practice of Electrology.

Each Candidate is required to demonstrate the skill of epilation on the face, i.e., chin, lip, eyebrows, etc. by one of the following modes: galvanic current, high-frequency current (Thermolysis) or the blend current. The Candidate's performance will be tested and rated based on procedure set-up, model preparation, instrument use, aftercare, and post procedure. The evaluation criteria the proctors use to score the Candidates performance is included in the packet.

Requirements, Guidelines, and Information

Each Candidate is responsible for providing their own model and ensuring they appear for the Examination. Failure of the model to appear, on time, will result in failure of your Examination and forfeiture of any Examination fees you have paid.

Models should have thick, dark, course hair that is easily seen and with enough hair to work on for one hour - makeup should not be worn.

During the Examination, you and your model may ask questions related to the Electrology procedure, however, your Proctor will not coach or prompt you during your Examination. In addition, your Proctor is not required to discuss the results of your Examination. Official results of your Examination score will be provided by the HLO.

All Candidates and models must be 18 years of age or older, which must be verified by government issued photographic identification. Failure to provide an appropriate identification will result in failure of your examination and forfeiture of any Examination fees paid.

Candidates and models are required to read and sign an Assumption of Risk Form, which releases the HLO, the Proctor, their facility, and any other personnel, from responsibility for any acts or work performed by the Candidate during the Examination.

Candidates must bring all sterile implements, supplies, and tools to the Examination. If at any point during the Examination the Proctor determines you have compromised or are about to compromise the health and safety of the model and/or public, **THE EXAMINATION MUST BE STOPPED IMMEDIATELY**, and the deficiency must be corrected prior to proceeding with the examination.

The following items will be provided at the Examination facility for your use:

- Overhead / magnification lamp (i.e., swing-arm / magnification lamp)
- Adjustable treatment chair (i.e., dental chair)
- Adjustable stool
- Rolling table for epilator
- Covered waste container
- Sink, paper towels and soap
- Sharps container

Practical Examination Candidate Supply Checklist

The proctor will verify the candidate has the following supplies prior to proceeding with the Electrology Practical Examination. **Candidates must bring the following supplies to the Examination:**

- _____ One Epilator of your choice - Galvanic, Thermolysis or The Blend
- _____ 1 covered container (plastic or glass) filled with cotton balls
- _____ 1 small container with lid, cotton inside (for epilated hairs)
- _____ 1 container lotion for after treatment
- _____ 1 container of antiseptic solution to cleanse model's skin (clearly marked with manufactures instructions)
- _____ 1 container of EPA registered high level disinfectant (clearly marked with manufactures instructions)
- _____ 1 resealable plastic bag used for proper disposal of waste materials
- _____ 1 container of facial tissues
- _____ 1 pair eye shields (optional-if needed)
- _____ 1 pairs of forceps
- _____ 3 needles (minimum number required) of proper size for your model
- _____ 1 pair of magnifying loops AND/OR 1 magnification lamp
- _____ Protective gloves
- _____ Scotch tape to hang re-sealable plastic bag on equipment table
- _____ Draping
- _____ Headrest cover (plastic cover provided by the facility is not acceptable)

Please Note: It is recommended that you bring extra supplies as a backup in case any implements, supplies, or tools are compromised during the Examination procedure.

ATTENTION

Attached are the forms the Proctors will use during the Examination to evaluate and grade the Electrology procedures.

These forms are provided to you, in advance, as a courtesy for your understanding of the criteria used to grade the Examination.

Candidate/Examinee/Student Name: _____

Proctor/Supervisor/Instructor Name: _____

Electrology License # _____ Date Practical Administered: _____

*During the Examination, if the safety of the practitioner or the public is going to be compromised, **THE EXAMINATION MUST BE IMMEDIATELY STOPPED**, and the deficiency must be corrected prior to proceeding with the Examination.

Start Time: _____ am / pm		POINTS POSSIBLE	POINTS AWARDED	COMMENTS
End Time: _____ am / pm				
1.0 PROCEDURE SET-UP				
1.1	Hand washing	3		
1.2	Gloving	3		
1.3	Use of clean, disinfected, and sterilized instruments.	10		
1.4	Disinfection of treatment table, electrolysis machine and lamp.	3		
1.5	Hand washing	3		
Section 1.0 - Total				
2.0 MODEL– Candidate retrieves model at this point				
2.1	Hand washing	3		
2.2	Gloving	3		
2.3	Cleansing of skin with astringent.	3		
Section 2.0 - Total				
3.0 PROCEDURE				
3.1	Correct needle size.	10		
3.2	Correct placement of needle in holder.	10		
3.3	Correct setting: ☐ Galvanic Current ☐ High Frequency Current ☐ Blend Current	10		
3.4	Correct angle of needle during insertion.	10		
3.5	Ease of needle during insertion.	10		
3.6	Correct depth of needle during insertion.	10		
3.7	Ease of epilation.	10		
Section 3.0 - Total				
4.0 POST PROCEDURE				
4.1	Immediate disposal of sharps	10		
4.2	Condition of skin after procedure.	10		
4.3	Cleansing of skin with astringent.	3		
Section 4.0 - Total				
5.0 POST PROCEDURE CLEANUP – Candidate dismisses model at this point				
5.1	Proper tool isolation.	3		
5.2	Disinfection of treatment table and lamp.	3		
5.3	Disposal of contaminated waste.	3		
5.4	Hand washing	3		
Section 5.0 - Total				
Total Points (136 points possible)				
75% to pass; minimum 102 points required to pass Total Points _____ Divided by 136 = _____ %				

1.0 PROCEDURE SET-UP
1.1 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
1.2 Gloving • Three (3) points if proper gloving is used and aseptic technique was maintained. • * Zero (0) points * If gloving is used and aseptic technique was not maintained, or gloves were not used, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
1.3 Instruments • Ten (10) points if sterile tools, needles and instruments are appropriately handled and stored (secured). • Five (5) points if sterile tools, needles and instruments are handled and stored (secured) in a way that may compromise integrity. • Zero (0) points if sterile tools, needles and instruments were not appropriately handled or stored (secured).
1.4 Surface Disinfection • Three (3) points if treatment area, including treatment table, electrolysis machine and lamp were disinfected. • Two (2) point if treatment area was partially disinfected. • Zero (0) points if treatment area was not disinfected.
1.5 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
2.0 MODEL
2.1 Hand Washing • Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer. • Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists. • Zero (0) points if hands were <i>not</i> washed or treated with an antibacterial hand sanitizer.
2.2 Gloving • Three (3) points if proper gloving is used and aseptic technique was maintained. • * Zero (0) points * If gloving is used and aseptic technique was not maintained, or gloves were not used, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
2.3 Skin Cleansing • Three (3) points if client's skin was cleansed with an astringent. • Two (2) points if client's skin was cleansed with something other than an astringent. • Zero (0) points if client's skin was not cleansed at all.

ELECTROLOGY - PRACTICAL EXAMINATION**SCORING CRITERIA - 2 of 4**

3.0	PROCEDURE
3.1	Needle Size – needle should be approximately the same size as the hair being removed • Ten (10) points if correct needle size was used on 100% of hair being removed. • Eight (8) points if correct needle size was used on 90% of hair being removed. • Six (6) points if correct needle size was used on 80% of hair being removed. • Four (4) points if correct needle size was used on 75% of hair being removed. • Two (2) points if correct needle size was used on 50% of hair being removed. • Zero (0) points if correct needle size was used on less than 50% of hair being removed.
3.2	Placement of Needle in Holder – insertion of needle without contamination • Ten (10) points if needle was placed correctly in holder/wand and aseptic technique was maintained • * Zero (0) points * If cross contamination occurs during needle placement, <u>THE EXAMINATION MUST BE STOPPED IMMEDIATELY</u>, and the deficiency must be corrected prior to proceeding with the examination.
3.3	Electrolysis Machine setting ✓ Galvanic Current – Correct Sodium Hydroxide and timing. ✓ High Frequency Current (Thermolysis) - Correct heating, timing, intensity, duration and suitable current. ✓ Blend Current – Correct sodium hydroxide heating and timing. • Ten (10) points if correct setting was used on 100% of hair. • Eight (8) points if correct setting was used on 90% of hair. • Six (6) points if correct setting was used on 80% of hair. • Four (4) points if correct setting was used on 75% of hair. • Two (2) points if correct setting was used on 50% of hair. • Zero (0) points if correct setting was used on less than 50% of the hair.
3.4	Needle Angle During Insertion – same angle hair shaft emerges from skin. • Ten (10) points if needle angle was correct during insertion on 100% of hair. • Eight (8) points if needle angle was correct during insertion on 90% of hair. • Six (6) points if needle angle was correct during insertion on 80% of hair. • Four (4) points if needle angle was correct during insertion of 75% of hair. • Two (2) points if needle angle was correct during insertion of 50% of hair. • Zero (0) points if needle angle was correct during insertion on less than 50% of hair.
3.5	Needle Ease During Insertion – no stretching, denting , poking or jabbing • Ten (10) points if needle ease was correct during insertion on 100% of hair. • Eight (8) points if needle ease was correct during insertion on 90% of hair. • Six (6) points if needle ease was correct during insertion on 80% of hair. • Four (4) points if needle ease was correct during insertion on 75% of hair. • Two (2) points if needle ease was correct during insertion on 50% of hair. • Zero (0) points if needle ease was correct during insertion on less than 50% of hair.

3.0	PROCEDURE, Continued
3.6	Correct Needle Depth – correct needle depth during insertion • Ten (10) points if depth of needle was correct during insertion on 100% of hair. • Eight (8) points if depth of needle was correct during insertion on 90% of hair. • Six (6) points if depth of needle was correct during insertion on 80% of hair. • Four (4) points if depth of needle was correct during insertion on 75% of hair. • Two (2) points if depth of needle was correct during insertion on 50% of hair. • Zero (0) points if depth of needle was correct during insertion on less than 50% of hair.
3.7	Ease of Epilation – hair easily slides out of follicle without traction or pulling of the skin. • Ten (10) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 100% of hair. • Eight (8) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 90% of hair. • Six (6) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 80% of hair. • Four (4) points if hair easily slides out in direction of growth without traction or pulling on the skin on 75% of hair. • Two (2) points if hair easily slides out in direction of growth, without easy slide traction or pulling on the skin on 50% of hair. • Zero (0) points if hair easily slides out in direction of growth without traction or pulling on the skin on less than 50% of hair.
4.0	POST PROCEDURE
4.1	Sharps Disposal • Ten (10) points if sharps were disposed of in sharps container. • * Zero (0) points * If a sharps container is not used, THE EXAMINATION MUST BE STOPPED IMMEDIATELY, and the deficiency must be corrected prior to proceeding with the examination.
4.2	Skin Condition - no excessive redness, blanching, or swelling. • Ten (10) points if skin condition appropriate after procedure on 100% of skin. • Five (5) points if skin condition appropriate after procedure on 75% of skin. • Zero (0) points if skin condition appropriate after procedure on less than 75% of skin.
4.3	Cleansing of Skin • Three (3) points if skin was cleansed with astringent. • Two (2) points if client's skin was cleansed with something other than an astringent. • Zero (0) points if skin was not cleansed at all.
5.0	POST PROCEDURE CLEAN-UP
5.1	Proper Tool Isolation • Three (3) points if sterile tools, needles and instruments are appropriately handled and stored (secured). • Two (2) points if sterile tools, needles and instruments are handled and stored (secured) in a way that may compromise integrity. Zero (0) points if sterile tools, needles and instruments were not appropriately handled or stored (secured).

5.2 Handling and Disposal of Contaminated Waste

- Three (3) points if contaminated waste was disposed of appropriately.
- Zero (0) points if contaminated waste was not disposed of appropriately

5.3 Surface Disinfection

- Three (3) points if treatment area, including treatment table, electrolysis machine and lamp were disinfected.
- Two (2) point if treatment area was partially disinfected.
- Zero (0) points if treatment area was not disinfected.

5.4 Hand Washing

- Three (3) points if hands were washed properly with soap and water or treated with an antibacterial hand sanitizer.
 - Two (2) points if hands were washed with soap and water or an antibacterial hand sanitizer but did not use friction on all surfaces of the hands and wrists.
- Zero (0) points if hands were *not* washed or treated with an antibacterial hand sanitizer.

*During the Examination, if the safety of the practitioner or the public is going to be compromised, **THE EXAMINATION MUST IMMEDIATELY BE STOPPED**, and the deficiency must be corrected prior to proceeding with the Examination.