

# Worker Health and Safety Training:

## Stay Healthy and Safe While Giving Manicures and Pedicures: A Guide for Nail Salon Workers

2012

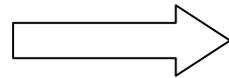
A joint project of the California Healthy Nail Salon Collaborative (CHNSC)  
and the Labor Occupational Health Program (LOHP)  
at the University of California at Berkeley

### Checklist

- Booklet, “Stay Healthy and Safe While Giving Manicures and Pedicures: A Guide for Nail Salon Workers” (in Vietnamese)
- University of Connecticut’s guide, “I’m Pregnant... How Can I Protect Myself and My Pregnancy if I Keep My Job at the Nail Salon?” (in Vietnamese)
- U.S. Environmental Protection Agency guide, “Protecting the Health of Nail Salon Workers” (in Vietnamese)
- Material Safety Data Sheet (in Vietnamese)
- “Let’s Talk about Health and Safety” (in Vietnamese and English)
- Cover sheet
- Sign-in sheet
- Evaluation form

## Introduction (10 minutes)

- A. Make introductions.
- B. Explain that you are working on a project to provide **free** health and safety training to nail salons in California. The purpose of the training is to help workers and owners protect themselves at work. The training covers how to protect yourself from chemicals used in salons, how to prevent aches and pains, how to avoid contact with infected blood and bodily fluids, and what your rights are as a worker.
- C. Ask if the worker(s) is willing to participate in this free training. It will take a total of **2 hours**. If necessary, offer to come back at another time or to do the training in two sessions.
- D. Explain that you need the worker to write in his/her name, signature, and date on the sign-in sheet.
- E. **HANDOUT:** Pass out the booklet, "Stay Healthy and Safe While Giving Manicures and Pedicures: A Guide for Nail Salon Workers."



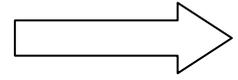
# Stay Healthy and Safe While Giving Manicures and Pedicures

A Guide for Nail Salon Workers

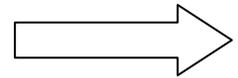


## Chemicals (45 minutes)

- A. Explain that chemicals used in nail salons can be harmful to your health. Ask: “What chemicals do you often use at the salon? What chemicals are you most concerned about?” Show the worker the list of chemicals listed in the booklet. Ask if any of these sound familiar. Explain that this is just a short list of chemicals... there are dozens of other chemicals that are used in salons.

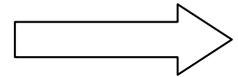


- B. Ask: “How can chemicals get into your body?” Make sure the worker mentions the following: **inhalation (nose, mouth), ingestion (mouth), and absorption (eyes, skin).**



Note that the woman on the right is eating food that has touched chemicals, so even though she is not working with chemicals, she is still being exposed to that chemical.

- C. Explain this. Emphasize that if you use chemicals all day, every day, you are more likely to get sick than someone who uses the same chemicals once in a while.



# Chemicals

**Tip:** Make sure your doctor or healthcare provider knows what kind of work you do and the chemicals you use. Tell your provider if you are pregnant or planning to become pregnant.



The chemicals used in nail salons can be harmful to your health. However, there are steps you can take to protect yourself.

What are some chemicals that are commonly used in salons?

- Acetone (nail polish remover)
- Acetonitrile (fingernail glue remover)
- Ethyl methacrylate (artificial nails)
- Formaldehyde (nail hardener)
- Methacrylic Acid (acrylic primer)
- Methyl Methacrylate (artificial nails) (banned for use in nail salons)
- Ortho-phenylphenol (disinfectant)
- Phthalates (nail polish)
- Quaternary Ammonium Compounds (disinfectant)
- Toluene (nail polish, fingernail glue)

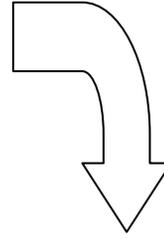
How can chemicals get into your body?



*You can breathe them in, accidentally swallow them, or absorb them through your skin.*

Chemicals affect different people in different ways. Some chemicals used in nail salons can cause: skin rashes; eye, nose, and throat irritation; dizziness; and headaches. Other chemicals may cause more serious illnesses. If you use chemicals all day, every day, you are more likely to get sick than someone who uses the same chemicals once in a while.

**D. HANDOUT:** Pass out the guide, “I’m Pregnant... How Can I Protect Myself and My Pregnancy if I Keep My Job at the Nail Salon?”



Explain that a pregnant woman’s risk depends on many factors, such as the type and amount of the chemical used, how often you use it, and the type of ventilation in the salon. Reassure workers that there are steps they can take to reduce chemicals to the lowest levels possible. Say that we will talk in more detail about these steps in a moment. Remind workers to talk to their doctor.

**Tôi đang có thai .....**

**Tôi làm thế nào để bảo vệ bản thân và bào thai nếu tôi vẫn tiếp tục làm việc tại TIỆM LÀM MÓNG?**

Là một nhân viên của tiệm làm móng, bạn luôn phải tiếp xúc với những sản phẩm có hóa chất độc hại. Những hóa chất độc hại này có thể xâm nhập vào cơ thể bạn nếu bạn hít phải chúng, nếu chúng thấm qua da bạn hay nếu bạn ăn phải chúng. Từ thông tin này đưa ra những đề xuất nên làm thế nào để bạn giảm nguy cơ tiếp xúc với các hoá chất này. Những ý kiến này có thể giúp bạn bảo vệ sức khỏe của bạn, bào thai và cả công việc của mình.

**Có những hóa chất độc hại gì trong các sản phẩm tôi sử dụng ?**

**Làm móng tay và móng chân:** Các loại chất tẩy rửa sơn làm móng có thể chứa dung môi, bao gồm acetone. Lớp sơn nền, lớp sơn màu, lớp sơn phủ cũng có thể có dung môi (*toluene, acetone* và *ethylbutyl acetate*) và các loại nhựa làm cho các lớp sơn cứng lại. Những loại nhựa này chứa *formaldehyde* hay *dibutyl phthalate*.

**Móng giả:** Có nhiều loại móng giả. Tất cả những loại móng này được làm từ vài loại *nhựa acrylic*.

**Móng nhựa acrylic và móng gel:** Các loại sơn lót có thể chứa *methacrylic acid*. Chất lỏng và chất bột tạo nên loại móng nhựa acrylic có thể chứa *methyl-* hoặc *ethyl methacrylate*. Loại chất lỏng đặc sệt hơn để tạo nên loại móng gel có thể chứa *gel acrylic*. Móng nhựa acrylic được làm khô bằng đèn, móng loại gel được làm khô bằng đèn cực tím.

**Đinh móng, Bao bọc và “Sợi lạnh”:** Keo gắn móng được sử dụng để dán móng định hình trước bằng nhựa hay các lớp bằng sợi thủy tinh, lụa hoặc sợi len trên móng của khách hàng có thể chứa *cianoacrylate*. Các lớp sơn móng có thể chứa *gel acrylic* hoặc *cianoacrylate*.

Những hóa chất độc hại này có thể xâm nhập cơ thể bạn nếu chúng dính vào da bạn hay bạn hít phải hơi của hóa chất. Khi đắp móng, bạn có thể hít phải bụi có chứa những hóa chất này. Nếu bạn ăn hay uống trong lúc làm việc, bạn có nguy cơ nuốt phải hoá chất trên dính trên tay bạn.

**Không phải tất cả các sản phẩm trong tiệm làm móng đều có chứa tất cả những chất độc hại kể trên. Luôn luôn xem kỹ các thông tin đặc biệt về các hóa chất sử dụng tại tiệm làm móng trên Từ thông tin an toàn sản phẩm (MSDS) của các nguyên liệu.**

**Liều những hóa chất mà tôi sử dụng tại tiệm làm móng có ảnh hưởng đến bào thai không?**

Rất ít nghiên cứu được thực hiện xem có những gì xảy ra trong bào thai khi các bà mẹ sử dụng các sản phẩm chăm sóc móng. Vì các tiệm làm móng có những điều kiện làm việc khác nhau nên mức độ bạn tiếp xúc với hóa chất cũng khác nhau. Khối lượng hóa chất bạn tiếp xúc hay hít phải tùy thuộc vào:

- lượng hóa chất có trong các sản phẩm bạn sử dụng
- mức độ thường xuyên mà bạn có sử dụng các hóa chất và bạn làm việc bao nhiêu giờ với hoá chất
- kiểu thông gió hay hệ thống hút khí thải tại nơi bạn làm việc.

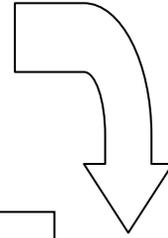
Nguy cơ rủi ro tăng thêm khi làm việc với các sản phẩm chăm sóc móng cũng tùy thuộc vào bạn đang ở quý thứ mấy của thai kỳ.

Các hóa chất sử dụng trong tiệm làm móng hầu như không thể là nguyên nhân gây ra rắc rối cho bào thai của bạn nếu ở nồng độ thấp trong không khí như đã được đo ở đa số các tiệm. Tuy nhiên, nếu bạn cảm thấy mệt, hoa mắt hay lơ đãng khi làm việc trong tiệm làm móng, bạn nên tìm cách giảm mức độ bạn tiếp xúc với các hóa chất mà bạn sử dụng – đây là dấu hiệu cảnh báo nồng độ dung môi trong không khí có thể quá cao. Tương tự như thế, nếu bạn bị hen suyễn, bạn có thể phải dùng nhiều thuốc hơn bình thường, khi tiếp xúc với vài loại hoá chất này. Việc tăng liều lượng thuốc này cần được quan tâm chú ý nếu bạn đang mang thai. Bạn nên thảo luận với bác sĩ của bạn về mọi việc sử dụng thuốc hay ngừng sử dụng thuốc.

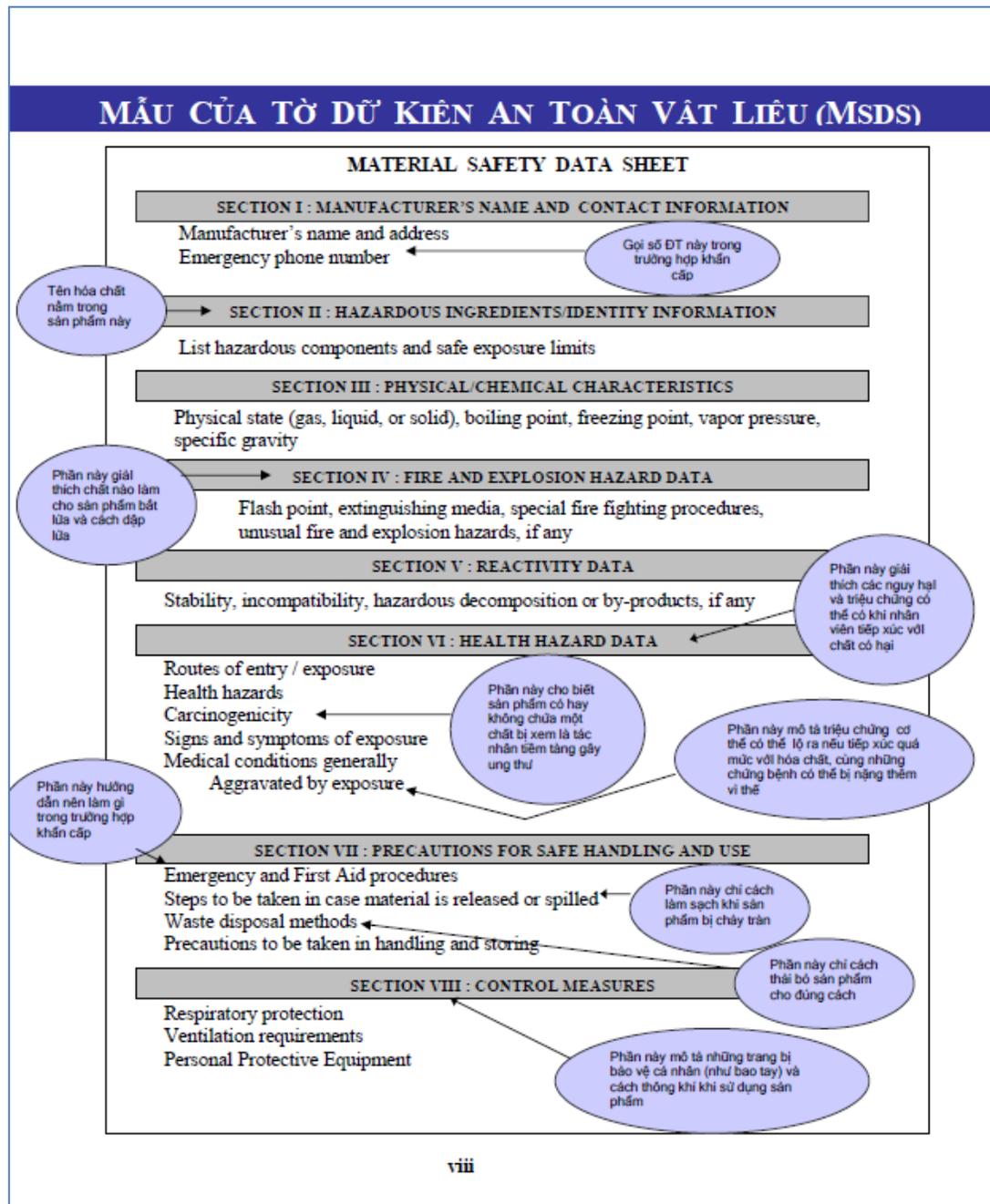
**Nếu việc tiếp xúc với các hóa chất độc hại được kiểm soát, bạn có thể tiếp tục làm việc.**

Bằng cách này bạn và bào thai vẫn được bảo vệ trong khi vẫn cho phép bạn tiếp tục làm việc khi có thai, chúng tôi khuyến cáo việc sử dụng các hóa chất độc hại nên giảm thiểu xuống mức thấp nhất có thể. Vui lòng xem ở trang kế tiếp những lời khuyên hữu ích làm thế nào để giảm thiểu mức độ tiếp xúc với những hóa chất độc hại này.

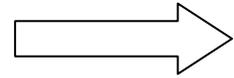
- E. **ACTIVITY and HANDOUTS:** Pass out the EPA guide, “Protecting the Health of Nail Salon Workers,” and ask workers to turn to the second to last page (page viii). Explain that the Material Safety Data Sheet (MSDS) tells you information about the chemicals you work with. Point out the different sections and then emphasize these key sections, “Health Hazard Data,” “Precautions for Safe Handling and Use,” and “Control Measures.”



NOTE: Some workers may not be comfortable reading (whether in Vietnamese or English). If you think this may be the case, adjust the activities so that you are reading aloud instead of the worker.



Now pass out the MSDS for Toluene. Say that toluene is an ingredient that is sometimes found in nail polish and that this is the MSDS for toluene in Vietnamese. Give the worker two to three minutes to quickly look it over and then ask these questions.



Question: What are some health hazards associated with toluene?

Answer: (on page 1 and 2 and 6): drowsiness, dizziness, irritating to respiratory system, eye irritation, unconsciousness, etc. (Make sure the worker points out a few of these examples.)

Question: How do you protect yourself when using toluene?

Answer: (on page 4-6): The most important thing here is that the level of protection depends on how much you are exposed to toluene. Recommended protections include: respirator, nitrile gloves, and goggles.

Explain that this is an MSDS in Vietnamese so it is easier to understand but most MSDSs are in English. The worker can contact the California Healthy Nail Salon Collaborative or LOHP for help understanding an MSDS.

Say, "Your employer should have an MSDS for each chemical used in the salon. Ask for a copy."

**1. NHẬN DẠNG CÔNG TY/ĐƠN VỊ SẢN XUẤT CHẤT/CHẾ PHẨM**

<b>Tên sản phẩm</b>	: Toluene
<b>Sử dụng / Hạn chế được khuyến cáo</b>	: Nguyên liệu thô được sử dụng trong ngành công nghiệp hoá chất.
<b>Nhà cung cấp</b>	: Công Ty TNHH TOP Solvent (Việt Nam) KCN Gò Dầu, Long Thành, Đồng Nai
<b>Điện thoại</b>	: +84 8 3827 9030 ~ 34
<b>Fax</b>	: +84 8 3827 9035
<b>Số điện thoại khẩn cấp</b>	: +84 8 3827 9030 ~ 34 [trong giờ làm việc] hoặc +84 913 742 589 hoặc +84 913 900 446 [ngoài giờ làm việc]

**2. NHẬN DẠNG NGUY CƠ**

<b>Phân loại theo GHS</b>	: Các chất lỏng dễ cháy, Loại 2 Độc tính cấp tính - qua đường nuốt, Loại 5 Độc tính cấp tính - tiếp xúc với da, Loại 5 Độc tính cấp tính - hít phải, Loại 5 Ăn mòn da, làm rát da, Loại 2 Tổn thương mắt nghiêm trọng/ kích thích mắt, Loại 2B Độc tính tới các cơ quan đặc biệt của cơ thể (tiếp xúc lặp lại), Loại 3, Các ảnh hưởng gây nghiện. Loại 2, Hệ thống giác Độc tính hô hấp, loại 1 Độc tính (cấp tính) với môi trường thủy sinh, loại 2
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**Các thành phần đánh dấu theo hệ thống đồng nhất toàn cầu (GHS)****(Các) Biểu tượng**

<b>Các từ tín hiệu</b>	: Nguy hiểm
<b>Công bố về nguy hiểm theo GHS</b>	: <b>CÁC NGUY HẠI THỂ CHẤT:</b> Chất lỏng/ hơi rất dễ cháy. <b>CÁC NGUY HẠI SỨC KHOẺ:</b> Có thể nguy hiểm nếu nuốt phải. Có thể nguy hiểm khi tiếp xúc qua da. Nguy hiểm nếu hít phải. Gây dị ứng với mắt. Nghỉ ngơi có thể gây vô sinh hoặc phá hủy bào thai. Có thể gây choáng và chóng mặt Có thể hủy hoại hệ thống thính giác nếu tiếp xúc lâu dài hoặc lặp lại Có thể gây tử vong nếu nuốt phải và xâm nhập đường hô hấp

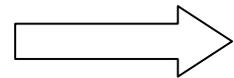
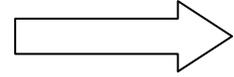
F. Now explain that we are going to talk about things that you can do to make your work safer from chemicals. If you are doing this training in a salon, point out doors, ceiling vents, bottles, and other objects in the salon to help make your point.

- Explain all of the bullet points.
- Some points to add:
  - **Opening doors and windows are some of the most important things you can do to keep you safe.**
  - **Using fans to pull air in on one end of the salon and push air out at the other end of the salon is another very important way to keep you safe in salons.**
  - Some salons have ventilated tables. There are two types.

1) One type is has a duct that is connected to the outside. The duct pulls chemical vapors through the duct and pushes it outside. This is the best kind of ventilated table.

2) Another kind of table uses filters to grab the chemicals in the salon, filter out chemicals, and then re-circulate the air. However, these types of tables are not recommended because the filters need to be changed regularly and there is no way to determine how often the filters need to be changed. Ventilated tables can cost \$500 or more.

- **ACTIVITY:** Ask the worker to look at the two pictures of the person mixing chemicals. Say, “Here are two pictures of a person mixing chemicals. You can see that the fan is set up differently in each one. Which set-up better protects the worker? Why?” Make sure the worker sees how the picture on the right is best because the window blows fresh air in, and the fan sucks air away from the worker.



## Chemicals continued

To learn about the chemicals you work with, refer to the Material Safety Data Sheet (MSDS). An MSDS provides detailed information about a chemical, such as health effects, how to protect yourself, how to safely store the chemical, and what to do in an emergency.

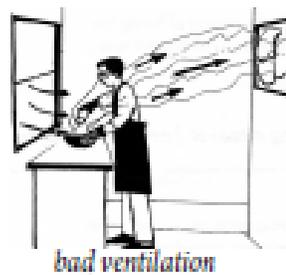
Your employer should have an MSDS for each chemical used in the salon. Ask for a copy. The MSDSs are usually in English and can be difficult to understand. You can contact the California Healthy Nail Salon Collaborative (CHNSC) or the Labor Occupational Health Project (LOHP) for assistance (see back page for contact information).

There are many things you can do to make your work safer from chemicals.

**1. Choose safer chemicals when possible.** There are safer nail polishes that do not contain dibutyl phthalate, formaldehyde, or toluene. For a list, see the Nail Polish Wallet Guide on the back page.

**2. Let in fresh air.**

- Open doors and windows when possible. If the salon has a ceiling vent, make sure it works.
- Some salons have ventilated tables. Change filters regularly. It is best if the tables are vented to the outside.
- Place fans near open doors or windows to let in more fresh air. Fans should pull air in on one end of the salon and push air out at the other end of the salon.



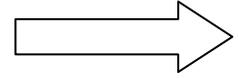
**3. Use good practices.**

- Always read labels and follow instructions when using products.
- Store chemicals in small bottles and label them. Close bottles when you are not using them.
- Put any trash soaked with chemicals (like cotton balls) in a sealed bag before you put it in the trash can. Keep the trash covered.
- Wash your hands before eating, drinking, or smoking. Also wash your hands before and after each client and after handling salon chemicals. Do not eat or drink near your work table.

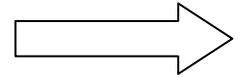


4. Use proper personal protective equipment.

- Ask: “Do you wear any gloves, masks, or goggles when you work? If so, when do you use them? Why do you use them?” Try to engage in a discussion that will cover the following topics. Use the illustrations of the gloves and masks to help guide the conversation.



- Explain all of the bullet points.

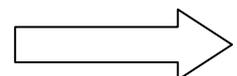


- Some points to add:

- Paper dust masks: Rectangular masks (often found in drugstores) do not provide a good fit. **Also, stuffing tissues in your mask will not protect you from chemicals!!! The tissues do not keep out chemical vapors.**
- Air-purifying respirators: It is best to choose a mask that has been approved by the National Institute for Occupational Safety and Health (NIOSH). Follow the manufacturer’s recommendation for using these masks and for how to get a good seal. You will need to use goggles if you have a half-face mask. Or, you can buy a full-face mask that has built-in goggles.

OSHA requires training, fit-testing, and medical surveillance when respirators are used. Also, there are different cartridges for different chemicals. Make sure you are using the correct cartridge to protect you from nail salon products. You must be trained on how and when to change the cartridge.

- Explain:



## Chemicals continued



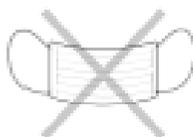
### 4. Use proper personal protective equipment.

- Use the right gloves. Nitrile gloves will protect you from chemicals. Avoid latex or vinyl gloves.
- Use a proper mask when transferring chemicals or when buffing or filing nails.



Paper dust mask

- Paper dust masks protect you from some dusts (like nail filings) but not chemicals. The rectangular mask shown below does not provide a good fit. Also, stuffing tissues in your mask will not protect you from chemicals. It is best to use a round dust mask with a metal strip that you can adjust to fit the bridge of your nose.



N95 dust mask

- N95 dust masks protect you against dust, viruses, and other germs but not chemicals. Some have filters that reduce chemical odors. Some have a valve to help you exhale more easily.



Air-purifying respirator

- Air-purifying respirators can protect you when you are mixing or transferring chemicals to small bottles. But they can be uncomfortable and you must be fitted and trained to wear one that is right for you. And, you must use the correct type of cartridge to protect you from nail salon products. You must know how and when to change cartridges.
- When transferring chemicals to small bottles, open doors and windows. Wear goggles, gloves, and possibly an air-purifying respirator.
- Wear long-sleeved shirts and gloves. This prevents acrylic dust from touching your arms and hands. Wash your work clothes separately from other clothes. This prevents salon dust and chemicals from spreading to other clothes.

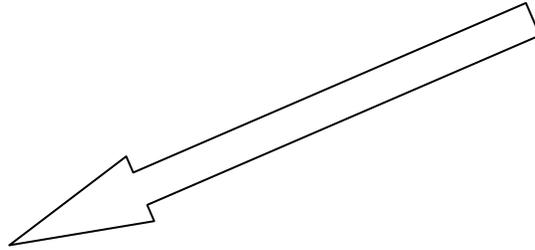
Gloves, goggles, and masks can play an important role in safety. However, choosing safer chemicals and letting in fresh air make the workplace itself safer. See drawings on page 5.

G. **ACTIVITY and HANDOUT:** Pass out the document, “Let’s talk about health and safety!” Explain that you will now read a story about a client and that you will be practicing some things that you can say in English in response to the situation. For each story, read the story and then ask the worker what he/she would do. Then, offer the suggested English phrases. Do Stories #1-3.

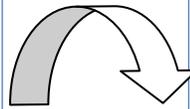
Let's talk about health and safety!

<p>Story 1: You are about to file a client's acrylic nails. You put on an N-95 mask. The client looks worried and asks you why you are wearing a mask. What would you say and do?</p> 	<p>Story 2: A client wants to get her nails done with a nail paint color that she has brought from home. You notice on the label that it has toluene, formaldehyde, and DBP. What do you say and do?</p> 
<p>Story 3: A client who knows you well has brought you some cookies as a gift. She asks you to try it. You don't want to offend her but you are afraid of getting the nail products on the food. What do you do and say?</p> 	<p>Story 4: You are doing a manicure for a client. Your neck and back are starting to hurt from bending over the client's hand. You would like to raise the height of the client's hand by putting a pillow underneath her wrist. What would you say and do?</p> 

1



**Story 1: You are about to file a client's acrylic nails. You put on an N-95 mask. The client looks worried and asks you why you are wearing a mask. What would you say and do?**

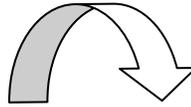



**Story 1:**

- “I do manicures and pedicures every day so I have to be extra careful.”
- “No, you are not dirty!”
- “This mask protects me from the dust.”
- “These fans blow dust and fumes away from you and out the door.”
- “This won't get in the way of your manicure. I can still give you a nice manicure!”

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**Story 2:** A client wants to get her nails done with a nail paint color that she has brought from home. You notice on the label that it has toluene, formaldehyde, and DBP. What do you say and do?

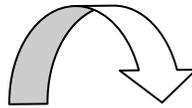


**Story 2:**

- “This paint contains contains toluene, formaldehyde, and DBP. These are harmful chemicals.”
- “I can still use it if you want. Or, I can also try to find similar colors that are ‘3-free’ (free of toluene, formaldehyde, and DBP). It is healthier for you and me.”
- “I am going to put on my gloves because I work with chemicals every day.”

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**Story 3:** A client who knows you well has brought you some cookies as a gift. She asks you to try it. You don't want to offend her but you are afraid of getting the nail products on the food. What do you do and say?



**Story 3:**

- “Thank you so much. I will try it later with my lunch.”
- “I will put it in the kitchen so that I don't get any chemicals on it.”

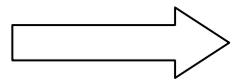
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H. Conclude this section: “If there is one thing I hope you will remember today from our discussion of chemicals it is that ventilation is very important in salons. Try to keep windows and door open. Use fans wisely.” Ask if there are any questions.

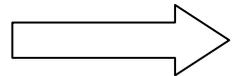
## Preventing Aches and Pains

- A. Explain that nail salon workers can get aches and pains from bending over or being in the same position... these are called “ergonomic hazards.”
- B. **ACTIVITY.** Ask: “Imagine that you are getting home from a long day of work. Imagine that you are taking off your coat and shoes, perhaps about to make dinner. Imagine yourself doing the things you usually do after work. How does your body feel after working all day. Do you feel sore? Where? Do you feel any pain?”

Ask the worker to mark on the diagram the places where they feel any discomfort. Ask: “Why do you think you have aches and pains?” Explain that some aches and pains could be caused by work (but not all!)... now you will talk about what aches and pains can be caused by working in a salon.

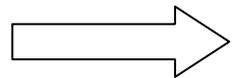


- C. **ACTIVITY:** Refer to the photo of the worker and ask, “What is wrong with this picture? What could cause this worker to be injured?” Explain that there are two possible causes of aches and pains. First, explain that an **awkward position** could cause injury. In this picture the worker is bent over the client’s hand. Leaning too far forward can sometimes strain the neck and shoulders. Second, putting **pressure on contact points** can cause injury. Here, the worker is resting her arms on the edge of the table. Over time, this could cause aches and pains.



Then ask: “Do you sometimes bend over your work like this? Any ideas on what can be done to help this worker be in a better position? How can this worker minimize pressure on contact points?”

Refer to the second photo of the worker and ask: “What improvements do you see?” Make sure the worker notices: **the worker is sitting with her back straight, she has good task lighting, her elbow is resting on a foam pad, and her client’s hand is raised slightly.**



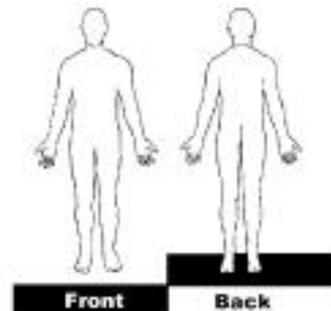
## Preventing Aches and Pains

Nail salon workers can get aches and pains from bending over or being in the same position... these are called "ergonomic hazards."

Take a moment to think about whether there are any parts of your body that are hurting or uncomfortable. Where do you hurt?

**What can cause these injuries at work?**

Aches and pains can be caused by holding the body in an awkward position. Aches and pains can also be caused by pressure on contact points... this can happen when your body touches a hard surface.



*What is wrong with this picture?*



*What improvements do you see?*

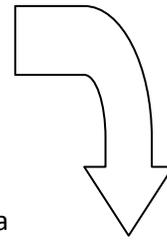


A Guide for Nail Salon Workers

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D. Now explain that there are many things you can do to prevent aches and pains.

- Explain the tips:
- **ACTIVITY:** Do gentle stretching exercises in between clients. You may need to check with a doctor first! Here are some ideas at the bottom of the page to get you started. As the worker if it would be okay to try a few of the stretches. (Make sure the worker isn't in any pain or discomfort before stretching!)



## Preventing Aches and Pains continued



There are many things you can do to prevent aches and pains.

- **Adjust the lighting.** Good lighting can help you see without having to bend over.
- **Raise the client's hand or foot.** Use a cushion to raise the client's hand or foot so you do not have to bend over as far.
- **Use an adjustable chair.** Sit so that your feet are flat on the floor and your back is supported.
- **Put a towel or foam pad on the table edge** to soften it.
- **Put pads on tools.** This makes handles larger and easier to hold.
- **Take frequent breaks if possible.** Changing positions and doing a different task is also helpful.
- **Slow down when possible.** If you are working too fast, your body becomes tense and it is easier to get muscle pain.
- **Do gentle stretching exercises in between clients.** You may need to check with a doctor first!



Neck



Shoulders and Upper Back



Neck



Neck



Arms and Shoulders



Fingers



Lower Back and Hips



Back of Thighs



Inner Thighs



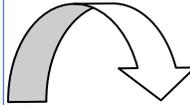
Ankles

8

Stay Healthy and Safe While Giving Manicures and Pedicures

- E. **ACTIVITY:** Refer back to the document, “Let’s talk about health and safety!” Do Story #4.

**Story 4:** You are doing a manicure for a client. Your neck and back are starting to hurt from bending over the client’s hand. You would like to raise the height of the client’s hand by putting a pillow underneath her wrist. What would you say and do?



**Story 4:**

- “Can I put this pillow under your wrist?”
- “This will help me see your hand better.”
- “Is this comfortable?”
- “Excuse me, I need to stretch really quickly. I have been in this position a long time.”

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- F. **Conclude this section: “The most important thing to remember about preventing aches and pains is to make adjustments! Adjust the lighting, chair, pads, whatever you need to make your body comfortable.”** Ask if there are any questions.

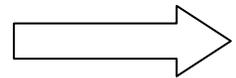
## Infectious Diseases

- A. Infectious diseases include the common cold, flu, HIV, and Hepatitis B (a liver infection). You can become infected if you come into contact with infected blood or bodily fluids. Ask: “How might you become exposed to an infectious disease in a salon?” Possible answers: cutting a client’s skin by accident, doing a pedicure when you have an open cut on your hand, touching a client’s blister, etc.
- B. **ACTIVITY:** Explain that you will now do a quick exercise. Say, “I will read you a sentence. Please tell me if the sentence is true or false.”

Sentence	Answer
If a client looks healthy, you don’t need to worry about getting infected. True or False?	<b>False.</b> Someone could look perfectly healthy but carry an infectious disease. This why it is important to treat all blood and bodily fluids as if they were infected.
Nail salon workers should wash their hands after every client, even if wearing gloves. True or False?	<b>True.</b> Workers should wash their hands with soap and water after every client and after removing their gloves.
Once blood gets on a worker’s hands, it’s too late to prevent infection. True or False?	<b>False.</b> If blood gets on a worker’s hands, the sooner it is washed off, the less chance the worker has of becoming infected.

- C. Explain that there are many ways to protect yourself and clients. Explain and add:

- Explain all of the bullet points.
- Some points to add:
  - You can be infected by small amounts of blood or bodily fluid that you can’t see!
  - It is your right to have gloves provided to you at your workplace at no cost.
  - Ask: “When should you wash your hands during the workday?” Answers should include: after each client; after going to the bathroom; before eating/drinking/smoking; before touching children; before going home.
  - Consider getting immunized against Hepatitis B. Your doctor can help you decide whether this is needed. You can go to your doctor to request the shot or you can go to a low-cost health clinic. There are no shots to prevent Hepatitis C or HIV. That is why it is so important to follow the recommendations we are discussing today.



# Infectious Diseases

Infectious diseases include the common cold, flu, HIV, and Hepatitis B (a liver infection). You can become infected if you come into contact with infected blood or bodily fluids.

There are many ways to protect yourself.

- **Avoid touching any blood or bodily fluids.**
- **Wear gloves.** This is especially important if a client has any cuts, open sores, or blisters. Throw away your gloves immediately after using them.
- **Always wash your hands with soap and water.**
- **Bandage and cover all open cuts or bruises.**
- **If a client bleeds, don't touch the blood.** Hand the client a cotton ball. Ask the client to throw the cotton ball in the trash.
- **Consider getting immunized against Hepatitis B.** Your doctor can help you decide whether this is needed.
- **Disinfect tools after each client:**
  1. Wash tools with soap and water. Use a scrub if needed.
  2. Rinse in clean water.
  3. Dry with a clean cloth or towel. It's important to dry.
  4. Immerse tools in an EPA-registered disinfectant. Soak the tools for 10-30 minutes, depending on manufacturer's directions. The disinfectant must be covered at all times.
  5. Dry with a clean cloth or towel.
  6. Store all disinfected items in a clean, covered place.
- **Disinfect foot basins and spas after each client and at the end of the day.** Follow the Board of Barbering & Cosmetology rules (Title 16, California Code of Regulations § 980.1-980.3) for how to clean basins. There are different rules for cleaning whirlpool footspas, pipe-less footspas, and non-whirlpool foot basins. Always use gloves. Always write down the time and date of each cleaning in a pedicure-cleaning log.

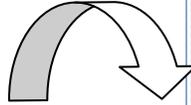


## Tip: Protect yourself when using disinfectant

- Try to avoid using disinfectants that contain quarternary ammonium compounds.
- Let in as much fresh air as possible.
- When disinfecting surfaces like worktables, disinfect only in areas where it is necessary.
- Try to clean surfaces before disinfecting. This can help reduce the amount of disinfectant you use.
- Follow manufacturer's directions for diluting disinfectant with water.

- D. **ACTIVITY:** Refer back to the document, “Let’s talk about health and safety!” Do Stories #5-7.

**Story 5:** You are using a cuticle nipper when you accidentally cut the client’s skin. The client starts bleeding. What would you say and do?

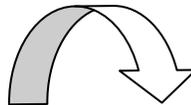


**Story 5:**

- “I’m so sorry.”
- “Here is a cotton ball. Please put it on the cut.”
- “I will get the first aid kit.”
- “It is safer if you clean the cut yourself.”

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**Story 6:** A client asks you to shave her calluses using a “credo blade.” She has brought her own blade from home. What would you say and do?

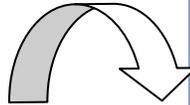


**Story 6:**

- “I’m sorry. We are not allowed to use those blades in California. They are not safe for customers or workers.”
- “I am not trained to use this blade.”
- “Credo blades can give you an infection.”
- “I could be fined for using a credo blade.”
- “Can I use this foot file instead?”

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**Story 7:** You have just finished giving a client a pedicure. Suddenly, there is a long line of new clients entering the salon asking for pedicures. The new clients are anxious to get on the pedicure spa but you have to disinfect it properly. You feel rushed. What do you do and say?



**Story 7:**

- "I need a few minutes to clean this foot spa thoroughly before you get in. It won't take too long."
- "Would you like some magazines to read?"
- "Thank you for your patience."

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E. Conclude this section: "The most important thing to remember about infectious diseases is to avoid touching any blood or bodily fluids. That means wear gloves and follow rules for disinfecting." Ask if there are any questions.

## Your Rights as a Worker

- A. Ask: “Do you think you are an employee or an independent contractor? Why?”
- B. Explain:

Remember that you cannot give legal advice as to whether a worker is an employee or independent contractor! Tell the worker to consult an attorney if they have a legal problem.



### Your Rights as a Worker

**What is the difference between an Employee and an Independent Contractor?**

- There is no set definition of employee or independent contractor. Instead, courts and state agencies will look at a long list of factors to determine whether you are an employee or independent contractor.
- For example, if you: rent a station; purchase all your own supplies and tools; have your own customers and set your own appointments; set your own rate and are paid by customers directly; and have your own business license, you are more likely to be classified as an independent contractor.
- However, if: the owner sets the schedule; you are paid by the hour; the owner or receptionist makes the appointments for all workers; you do not rent the space; the owner sets the rates paid by customers; and you use the owner's tools and equipment, you are more likely to be classified as an employee.

**Why does it matter?**

- Employees have the right to workplace health and safety, minimum wage, workers' compensation, and other benefits. Independent contractors do not.
- Just because a salon owner tells you that you are an independent contractor does not mean that you are. And, just because an owner gives you an IRS form 1099 instead of a W-2 does not mean that you are an independent contractor. Salons sometimes misclassify their workers. That is why it is important for you to know the difference between an employee and independent contractor. If you need help, you can contact the CHNSC, LOHP, or a legal services organization.

**What are my workplace health and safety rights?**

- As an employee, you can report hazards to Cal/OSHA, a state agency responsible for ensuring the health and safety of workers. Cal/OSHA can come to a worksite if they believe the employer is violating worker health and safety standards. To file a complaint, you can call, fax, or go in person to your local Cal/OSHA office. To find your local office, call 1-866-924-9757 (enter your zip code to find the local office) or visit <http://www.dir.ca.gov/dosh/DistrictOffices.htm>
- As an employee, you also have the right to refuse to do work that would violate a worker health and safety standard and cause a real and apparent hazard to you or other employees. You may not be fired or punished in any way for reporting or making a complaint about unsafe work conditions. If you experience retaliation, you may file a complaint with the Division of Labor Standards Enforcement (also known as the State Labor Commissioner) within six months. For more information, visit <http://www.dir.ca.gov/dlse/dlseDiscrimination.html>
- If you are being paid less than the minimum wage, contact the Division of Labor Standards Enforcement at <http://www.dir.ca.gov/dlse/dlseWagesAndHours.html>.

10 Stay Healthy and Safe While Giving Manicures and Pedicures

- C. Conclude this section: “The most important thing to remember is that employees have the right to report hazards to Cal/OSHA.” Ask if there are any questions.

## For More Information

1. Point out the resources listed in the booklet.
2. Make sure the worker knows how to contact you, the California Healthy Nail Salon Collaborative, and LOHP.

### For More Information

**Additional resources:**

- California Healthy Nail Salon Collaborative, "Toxic Trio" brochure, available at [www.cahealthynailsalons.org](http://www.cahealthynailsalons.org)
- California Healthy Nail Salon Collaborative, "Nail Polish Wallet Guide," available at [www.cahealthynailsalons.org](http://www.cahealthynailsalons.org)
- Cal/OSHA workplace guidance document (forthcoming), available at <http://www.dir.ca.gov/dosh/>
- University of Connecticut Health Center, "I'm Pregnant....How Can I Protect Myself and My Pregnancy if I Keep My Job at the Nail Salon?," available at <http://nailsalonalliance.org/nail-salon-reports/>
- U.S. Environmental Protection Agency, "Protecting the Health of Nail Salon Workers," available at <http://www.epa.gov/dfe/projects/salon/nailsalonguide.pdf>

**If you have questions, please contact us at:**

**California Healthy Nail  
Salon Collaborative**

818 Webster Street  
Oakland, CA 94607  
Kristine Nguyen (510) 986-6830 x 770  
Duyen Tran (714) 367-6744  
[info@cahealthynailsalons.org](mailto:info@cahealthynailsalons.org)

**Labor Occupational Health  
Program (LOHP)**

School of Public Health  
University of California  
2223 Fulton St. 4th Floor  
Berkeley, CA 94720-5120  
Helen Chen (510) 643-8119

## Conclusion

1. Thank the worker for participating.
2. Ask if it's okay to ask a few questions to get feedback about our training.

## After the training

1. Make sure the evaluation form is filled out completely.
2. Give the sign-in sheet and evaluation form to:

**Helen Chen**  
**Labor Occupational Health Program**  
**2223 Fulton St, 4<sup>th</sup> Floor**  
**Berkeley, CA 94720-5120**  
**Tel 510-643-8119**  
**Fax 510-643-5698**

3. Please complete all trainings by August 31, 2012.

*This training is supported under grant #SH22240SH1 from the Occupational Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government.*