

**PEDICURE EQUIPMENT CLEANING AND DISINFECTING LOG
AFTER CLIENT/END OF DAY/WEEKLY**

CHAIR/TUB # _____

SECTION A: ESTABLISHMENT INFORMATION	
Name of Establishment	License Number: <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>
Month/Year: _____	

SECTION B: LOG											
When/Who			Cleaned v one			When/Who			Cleaned v one		
Date mm/dd/yy	Time am/pm	Initials Of licensee	After Client 26.276	End of Day 26.277	Bi-Weekly 26.279	Date mm/dd/yy	Time am/pm	Initials Of licensee	After Client 26.276	End of Day 26.277	Bi-Weekly 26.279

NOTE: Records must be maintained in the establishment for a period of one year of the last entry

INSTRUCTIONS FOR COMPLETING THE PEDICURE LOG

Complete one log sheet for each chair in establishment. Each log sheet/chair should be assigned it's own number (EX Chair #1, Chair #2, Chair #3, etc.)

1. Complete the top portion of the log by filling out the chair number, establishment name, license number and month and year.
2. Enter date and time spa was cleaned. Enter initials of licensee who cleaned and disinfected the spa.
3. Check one box **ONLY** for date and time of cleaning/disinfecting. *See sample entries on log below.* You may have several entries on the same date. An entry should be made **immediately** after each client, at the end of each day, and bi-weekly.
4. If no pedicure services were performed throughout the day, fill in the date, write the initials of person verifying this, and indicate that no services were performed.

SAMPLE LOG

SECTION A: ESTABLISHMENT INFORMATION											
Name of Establishment ABC NAIL SALON						License Number: ES12345					
						Month/Year: JUNE, 2017					
SECTION B: LOG											
When/Who			Cleaned v one			When/Who			Cleaned v one		
Date mm/dd/y	Time am/pm	Initials Of licensee	After Client 26.276	End of Day 26.277	Bi-Weekly 26.279	Date mm/dd/y	Time am/pm	Initials Of licensee	After Client 26.276	End of Day 26.277	Bi-Weekly 26.279
06/01/17	-	-	CLOSED			06/05/17	10:00 am	RW	✓		
06/02/17	10:30 am	RW	✓			06/05/17	11:30 am	HB	✓		
06/02/17	11:00 am	RW	✓			06/05/17	2:30 pm	HB		✓	
06/02/17	7:00 pm	HB		✓		06/06/17	6:00 pm	MD	✓		
06/03/17	9:00 am	RW	✓			06/06/17	6:30 pm	RW	✓		
06/03/17	6:00pm	RW	✓			06/06/17	8:00 pm	RW			✓
06/03/17	6:30 pm	CH		✓		06/07/17	-	GB	NO SERVICES		
06/04/17	10:00 am	RW	✓			06/08/17	11:00 am	RW	✓		
06/04/17	4:00 pm	RW	✓			06/08/17	4:00 pm	RW	✓		
06/04/17	6:30 pm	RW		✓		06/08/17	6:00 pm	HB		✓	

Please refer to the Program's rules, Chapter 26, 2.270 Health and Safety Standards - Foot Spas, Foot Basins and Spa Liners for proper cleaning procedures