

# NYS DEPARTMENT OF STATE - DIVISION OF LICENSING SERVICES

## COVID-19 BARBER PRACTICAL EXAMINATION SUPPLY LIST

***NYS Department of State, Division of Licensing Services, One Commerce Plaza,  
PO Box 22001, Albany, NY 12201-2001***

It is recommended that you pack your supplies in sealable plastic bags, grouped and labeled for each respective procedure. These supplies should remain in your transport bag or plastic storage container until they are needed to perform each procedure and as you are instructed (for your comfort, we suggest that you consider a rolling travel system). All implements/equipment should be disinfected/cleaned prior to packing. Supplies intended for single use should be new/unused. **Products that are not required to be in original containers must be labeled in English and may also be labeled in another language of choice.** (Note: All sharp implements must be transported in a rigid container labeled 'clean'. Used implements must be removed in a rigid container labeled 'dirty'.)

***IMPORTANT: If you arrive at the examination site after the specified starting time, you will not be admitted into the examination and will forfeit the examination fee.***

***\*\*\* Please bring your own pen to sign into the examination \*\*\****

### ***Mandatory COVID-19 Precaution checklist for exam candidates***

- Do not appear for an exam if you meet any of the below:
  - Have a temperature greater than or equal to 100.0 degrees Fahrenheit.
  - Have had known close contact with a person confirmed or suspected to have COVID-19 in the past 14 days.
  - Currently experiencing ANY of the following symptoms:
    - Cough (new or worsening);
    - Shortness of Breath (new or worsening);
    - Troubled Breathing (new or worsening);
    - Fever;
    - Chills;
    - Muscle Pain (new or worsening);
    - Headache (new or worsening);
    - Sore Throat (new or worsening); or
    - New Loss of Taste New Loss of Smell
  - Have tested positive for COVID-19 through a diagnostic test in the past 14 days.
- If you must reschedule your exam due to illness, email [exams@dos.ny.gov](mailto:exams@dos.ny.gov) to reschedule.
- Do not bring anyone with you to the exam site.
- Wear a face covering or mask to your exam. Face coverings are mandatory at exam sites.
- In addition to wearing a face covering or mask, you must wear eye goggles or a face shield while performing examination procedures.
- Maintain 6 feet from others when possible at an exam site.
- Be prepared to sanitize your hands before and after your exam. Hand sanitizer is provided by the exam site; you must bring your own hand sanitizer to use during the examination.
- Bring a sanitized pen with you to your exam.

## Professional Appearance, Preparation of Work Area & Client Preparation (10 minutes)

### **PROFESSIONAL APPEARANCE:**

- Clean barber jacket to be worn over shirt or outfit
  - Clean face covering or mask that completely covers the nose and mouth (must be worn at all times while at the exam site)
  - Face shield or safety goggles (must be worn throughout the entire examination in addition to face covering)
- Suggestion:** Avoid bringing or wearing items that associate you with a school, salon or any other affiliation.  
**Reminder:** For safety reasons, you are required to wear closed-toe, closed-heel shoes that cover the top of the foot and are made of material that is not easily pierced (note: material such as canvas is unacceptable).

### **CLIENT (MANNEQUIN) PREPARATION: \*\*\*No Live Models – Mannequins Only\*\*\***

**IMPORTANT: If your mannequin does not meet the requirements as set forth, you will be automatically dismissed. Please note that longer hair or hair beyond the required 2" minimum is discouraged as examinees may encounter difficulty with the haircut. Please note that snap-on hair or any other hair that needs to be fastened to the mannequin may not be used.**

- Mannequin (hair texture of choice; no facial hair) – Must have a full head of hair (minimum of 2" long); mannequin hair may need to be pre-cut (prior to the exam) to a length that is suitable for required procedures.  
*NOTE: An actual shave will not be performed; a simulated shave will be demonstrated on the mannequin.*
- Counter-top clamp to secure mannequin (no floor stands are allowed)  
(Note: If your clamp does not have a protective covering, please bring a washcloth, towel, or any other barrier to place under clamp to protect countertop)
- Hair cutting cape and/or shampoo cape (barber clip to secure cape - optional); reduced length permitted
- Neck strips and/or towel (15" x 25/26")

### **PREPARATION OF WORK AREA:**

- EPA-approved surface sanitizing solution in original, labeled packaging (may be liquid, spray, wipes, etc.)  
*Note: Liquid sanitizer must be purchased premixed.*
- Disposable towels or cloth towel (to wipe surface dry)
- Glass cleaner - optional (for cleaning mirror at station)
- Plastic bag(s) for disposables/trash
- Tape to secure trash bag to work area

### **GENERAL SUPPLIES FOR SET-UP:**

**Note: The use of hot towel caddies will not be allowed at the exam.**

- Spray water bottle (pre-filled), clearly labeled (we recommend that you also bring an extra water bottle as we cannot guarantee water availability)
- Hand sanitizer containing 60% or more alcohol (in original bottle/dispenser or packet) – to be used throughout exam
- Alcohol wipes or spray-on implement sanitizer in original packaging (for exam purposes: to be used in case of scissor/razor contamination)
- Plastic, rigid (hard) container (large enough to accommodate shears/scissors and razor) and a sealable plastic bag (in case of blood spill), labeled 'blood contamination'
- First Aid Kit: Adhesive bandages (2-3) and disposable protective gloves in sealable plastic bag labeled 'First Aid' (may be placed inside of rigid container)
- Spatulas (for removing product from containers as necessary) – [Note: If portions are in containers intended for one-time use and are disposed of, spatulas will not be required.]

*You will also need:*

- Covered container labeled 'clean' for transporting implements (shears/scissors, blades, combs, detachable clipper blades, etc.)
- Covered container labeled 'dirty' for transporting used implements from exam (shears/scissors, blades, detachable clipper blades, etc.); shears/scissors may be returned to their original case but must first be sprayed with blade disinfectant

## **Haircutting Techniques (30 minutes)**

**Note:** The use of outliner/edgers are not allowable on this examination.

- Cutting shears/scissors (two pairs will be necessary if freehand clipper cutting will be demonstrated on coarse hair types)
- Blending/thinning shears - optional (Note: Shears used with freehand are not suitable for demonstrating the arching technique)
- Cutting comb, all purpose comb, or tail comb (a hair pick may also be used for coarser hair textures)
- Sectioning clips (may be used for models with longer hair) - optional
- Changeable blade straight razor (for use without razor blade)
- Clippers with guard/comb attachment
- Blade(s) - #1 or lower required
- EPA-approved spray disinfectant
- 3 clean towels - optional
- Shaving cream
- Talcum powder
- Towel wrap (for removal of talcum powder)
- Neck strips and/or towel(s)
- Mini broom and dustpan (required)

## **Shampooing Techniques - Eliminated**

**Note:** A shampoo will not be performed. This procedure has been temporarily removed from the exam.

## **Shaving (Simulation) – Facial Hair (15 minutes)**

- Minimum of 2-3 clean terry towels (15" x 25/26") – required for steaming simulation
- Pre-filled spray water bottle (for use to wet/moisten steam towels)
- Changeable blade straight razor (for use without razor blade)
- Lather/shaving cream
- Disposable professional service towels
- Beard softener/pre-shave conditioner oil - optional

## **Facial Massage (10 minutes)**

- 3 or more clean terry towels (15" 25/26") required for steaming simulation
- Pre-filled spray water bottle (for use to wet/moisten steam towels)
- Massage cream (in container, labeled with product type and name)
- Cleansing cream (in container labeled with product type and name)
- Talcum powder
- Disposable professional service towels - optional
- Mild astringent - optional

## **Clean Up of Work Area (5 minutes)**

- Extra plastic bag to transport mannequin - optional
- Mini broom and dustpan (required)
- EPA-approved surface sanitizing solution in original, labeled packaging (may be liquid, spray, wipes, etc.)
- Hand sanitizer containing 60% or more alcohol (in original bottle/dispenser or packet) – to be used prior to leaving the exam