

Table of Contents

Sr. No.	Particulars	Page No.
1.	Definition	2
2.	Scope of Service	2
3.	Physical Infrastructure	3
4.	Human Resource	4
5.	Equipment/Instruments/Drugs	4
6.	Support Service	4
7.	Legal/Statutory Requirements	5
8.	Record Maintenance and Reporting	5
9.	Standard on Basic Processes	6
10.	Annexure -1	7
11.	Annexure -2	9
12.	Annexure -3	10
13.	Annexure -4	11
14.	Annexure 5	13
15.	Glossary	14

Cosmetology Clinic

1. Definition

Cosmetology clinic may be defined as a Clinical establishment which restores, changes normalizes or improves the appearance, function and well-being of skin, hair and nail at the request of the individual.

2. Scope (as applicable)

- These set of common minimum standards framed are applicable to a cosmetic clinic which should only be manned by a dermatologist or plastic surgeon who are themselves providing patient care services/treatments like performing procedures, dispensing of medicines, injections and dressing

Various minor office procedures under the scope is as follows (one or more):

- a. Cryosurgery
 - b. Electro surgery
 - c. Dermal fillers for facial and body contouring
 - d. Botulinum toxin injection
 - e. PRP
 - f. Chemical peels,
 - g. Thread lift
 - h. Injection lipolysis
 - i. Micro needling
 - j. localized and superficial dermabrasion
 - k. Vitiligo surgery
 - l. Intra-lesional corticosteroids
 - m. Minor Scar revision procedures
 - n. Lasers and energy based procedures
- All the procedures shall be undertaken in accordance with the minimum practice guidelines laid down by the IADVL (Indian Association of Dermatologists, Venereologists and Leprologists)/ ACSI (Association of Cutaneous Surgeons of India).
 - Healthcare Services of rehabilitative nature may be provided as required and appropriate human resource and equipment will be provisioned (Desirable).
 - The scope of services are categorized into services which are done at designated area for level 1 procedures and level 2 services which are done at restricted theatre.

Level 1 procedures	Level 2 procedures
<ul style="list-style-type: none"> • Cryosurgery, • Electro surgery, • Chemical exfoliation, facial rejuvenation • Fillers, • Botulinum toxin • Micro needling • Intra-lesional steroids injection • Needle Lipolysis • PRP • Thread lift • Non ablative laser procedures 	<ul style="list-style-type: none"> • Minor scar revision • Dermabrasion • Vitiligo surgery • Ablative laser

* for space requirements refer to Annexure-1

3. Physical Infrastructure

- The physical facility shall be developed and maintained to provide clean, safe, secure environment for patients, staff and visitors and shall comply with local byelaws in force.
- The minimum space requirement for carrying out the basic functions of the facility shall be as per Annexure 1.
- The clinic facility shall be well illuminated, ventilated and clean with adequate water supply.
- The clinic shall have a prominent board/signage displaying the name of the clinic in local language at the gate or on the building of the clinic.
- The following other signage shall be well displayed in the language understood by the local public in the area:
 - Name of the doctors with qualification and registration number.
 - Qualification certificate of Doctor and Clinical Establishment registration number
 - Fee structure of the Consultation, procedures and other treatments.
 - Timings of the clinics (For ex – from 8am -2pm)
 - Services provided within the Facility
- Furniture and fixtures shall be available in accordance with the activities and workload of the Clinic.
- The furniture and fixtures shall be functional all the time. For indicative list of items refer Annexure 2 (this list is indicative and not exhaustive).

4. Human Resource

- Only a registered Dermatologist and/or plastic surgeon should run the cosmetology clinic.
- The Dermatologist and/or Plastic Surgeon should be registered with State medical council/National Medical Commission.
- The services provided by the medical professionals shall be in consonance with their qualification, training, registration.
- In a clinic, minimum one support staff must be available to meet the standards of care, treatment and service needs of the patient. However, number may depend upon the workload and scope of the services provided by the clinical establishment.
- Services provided by healthcare professionals (other than doctors/specialists) or allied health professionals shall be in consonance with their qualification, training and registration as per their respective councils.
- It is desirable for all the health professionals and non-health professionals to have undergone training in Basic Life Support.

5. Equipment/instruments/drugs

- The clinic shall have essential equipments as per Annexure-3.
- Other equipment as per the scope of services practiced shall be available.
- Adequate space for storage of equipment and medicines shall be provided and medicines shall be stored as per manufacturer's guidelines. The equipment shall be of adequate capacity to meet workload requirement.
- All equipment shall be in good working condition at all times. Periodic inspection, cleaning, maintenance of equipment and records should be in the form of respective log books with regular entries by certified company/manufacturer regarding the functional status of the equipment.
- An inventory of specialized drugs, chemicals and consumables to be maintained and updated periodically.
- The clinic shall have basic minimal emergency drugs and essential drugs as per Annexure 4. However, other drugs as per the scope of services practiced may also be available.
- Special drugs shall be kept in consonance with the scope of services provided to manage the side effects.

6. Support Service

- The clinic shall ensure to take care of patient safety aspects like patient fall, etc.
- The clinic shall be kept pest and termite free.

- Biomedical waste shall be managed in accordance with the BMW management amendment rules, 2018
- To ensure necessary provisions for fire safety norms.
- Clinic waste generated shall be segregated at source.
- Needles and sharp waste shall be stored in puncture proof container
- The clinic should be friendly for especially abled (Desirable-wheelchair/ramp)

7. Legal/Statutory Requirements

7.1

S. No	Name of the Act/License	Licensing body
1	Registration of medical doctor with Central/State Medical Council	NMC/State Medical Council as applicable
2	Biomedical waste Management amendment rules, 2018 as amended from time to time.	State pollution control Board
3	Provisional/permanent registration of the Clinic	State Council

7.2 Every application must be accompanied with the documents confirming compliance with local regulations and law.

8. Record Maintenance and reporting

- Every patient visiting the clinic shall be registered.
- The ABHA ID to be created for each patient at the time of registration and the same to be seeded at every follow up visit. (Desirable)
- Every Patients confidentiality, human dignity and privacy shall be maintained during treatment. Confidentiality of patient data including patient's identity such as clinical photographs shall be ensured.
- Every Clinical Establishment shall maintain medical records of patients treated by it and health information and statistics and furnish the same to the district authorities in form of reports as and when asked for.
- Copies of all records and statistics shall be kept with the clinical establishment concerned for at least 3 years or in accordance with CEA act rules
- All clinical establishments shall be responsible for submission of information and statistics in time of emergency or disaster or epidemic situation or as required from time to time by National Council CEA 2010.

9. Standard on basic processes

- Every patient shall undergo assessment, and the patient history, examination, findings, medications and investigations, pre and post procedure requirements should be documented with procedures to be performed, legibly in the assessment/OPD prescription with the signature of the consultant with date and time.
- Informed consent of the patient should be duly recorded before any procedure.
- The clinic shall take all precautions to control infections like practicing hand hygiene etc.
- Availability of clean water for hand washing /liberal use of sanitizer shall be maintained throughout the working hours of the clinic.
- Sanitation and hygiene of the toilets shall be maintained.
- Mopping of all patient care areas with disinfectant shall be done at least once a day
- The clinic must use disposable devices whenever applicable and dispose it after every single use.
- Sterilization Facilities must be available.

10. First aid

- Provision shall be made for providing First Aid.
- Contact details of ambulance and hospital etc. shall be available in case of emergency.

Annexure 1

Infrastructure Requirement

Minimum area required for clinic shall be as follows:

clinic	COMMON AREA		Consultation room Ancillary area/space	Remarks
	Reception	Waiting		
	35sqft carpet area		70 sqft carpet area including storage	Area specified under consultation room is only for single clinic and shall be multiplied accordingly by the number of consultation chambers.
	Observation & short stay facility		65 sq. ft. per bed	
	Level 1 procedures		Minimum size 10ftx12ft	
	Level 2 procedures		Operating room Minimum size: 12ftx12ft, door must be at least 24" wide to allow passage of patient trolley	

- Note: Reception, waiting, consultation room, recovery room etc. shall be adequate as per the requirement and workload of the clinic.
- Minimum area may vary depending on the facilities provided/procedures performed
- Ancillary area/space: Storage of records, reagents, consumables, stationary etc.
- Windows to be closed to prevent contamination
- Additional space as changing area to be ear marked for the patient and the medical staff
- Air conditioning optional (not mandatory)

SET UP FOR LASER AND ENERGY BASED DEVICES

- The device must be operated by a qualified Dermatologist or plastic surgeon (see previous sections for definition of “qualified”) or under their direct supervision and in their presence, by a trained assistant.

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- Dimensions: Minimum 12X12 feet area /room to accommodate laser machines, patient OT chair, doctor stool/chair, equipment cupboard/shelf and for easy movement of doctor, assistant and patient in the room. With multiple laser machines, the area should be proportionately bigger. At least a 3 feet wide door to allow easy transfer of laser machines. Windows, if any, should be sealed or covered with opaque material.
 - An OT chair with movable sections is preferable. The OT chair should have provision to position patient for airway maintenance in case of an emergency.
 - A crash cart with all essential drugs as mentioned in Annexure 4 must be readily accessible.
 - A clear sign mentioning regarding Laser area – controlled zone/Laser hazard must be displayed outside the laser room/area.
 - The room should have only non-reflective and opaque surfaces including walls, ceiling, door, shelves, cupboards etc.
 - Patient and operator goggles for eye safety must be available and used.
 - Any water source like wash basin should be at least five feet away from the laser machines
 - Area should be well lit with adequate wall/ceiling lights
 - For ablative procedures, adequate sterility should be maintained and equipment for the same must be readily available within the laser room/area (e.g. sterile gauze box, surface cleaning solutions, topical antibiotic cream, dressing materials if needed etc.).
 - Power supply: A laser/energy based device machine should always be plugged in with a stabilizer and/or uninterruptible power supply (UPS). Provision of high capacity meter with thick cables to prevent meltdowns and short circuits must be present. Earthing of the equipment is essential to avoid damage to the equipment and electrical shocks to the operator.
 - Air Conditioning and exhaust system: A low ambient temperature and dust free environment are desirable for maintaining laser equipment. An effective exhaust system is required esp. for ablative lasers.

Annexure 2

Furniture/fixtures

S.N.	Articles
1.	Table
2.	Chairs
3.	Examination Table/couch
4.	Screens
5.	Foot Step
6.	Stools
7.	Storage Cabinet for records etc.
8.	BMW storage area
9	Wheel chair (Desirable)

Annexure 3

Equipment/Instrument

I. Essential Equipment

S. No.	Name of the equipment	Minimum Specifications	No. of equipment
1	Stethoscope		1
2	Thermometer	Digital	1
3	Torch (flash lights)		1
4	Sphygmomanometer (B.P. Apparatus)	Digital	1
5	Weighing machine(Optional)	Adult	1
6	Magnifier	-	1
7.	Dermoscope- optional	-	1
8.	Fire Extinguisher	-	1

Annexure 4

I. Emergency Drugs

S. No.	Name of the Drug	Minimum Quantity
1	Inj Adrenaline	2 A
2	Inj Hydrocortisone	1 vial
3	InjAvil	1 Ampoule
4	Inj. Normal saline	1 Vac

II. Essential Drugs

S. No.	Name of the Drug	Minimum Quantity
1	Inj Adrenaline	2 A
2	Inj Hydrocortisone	1 vial
3	Inj Atropine	1 Ampoule
5	InjAvil	1 Ampoule
6	InjPhenargan	1 Ampoule
7	Inj. Deriphyline	1 Ampoule
8	Inj. Furosemide	1 Ampoule
9	Inj. Metoclopramide	1 Ampoule
10	Inj. Dexamethasone	1 Ampoule
11	Inj. Diazepam	1 Ampoule
12	Inj. Dicyclomine Hydrochloride	1 Ampoule
13	.5% dextrose infusion	1 Vac
14	Normal saline	1 Vac
15.	Inj.pantoprazole	1 Ampoule

16	Inj.Diclofenac	1 Ampoule
17	Tab Aspirin	2 strips
18	Tab Isosorbide Dinitrate	2 strips

Annexure 5

I. Emergency Equipment:

S. No.	Name of the equipment	Minimum Specifications	No. of equipment
1	Resuscitation Equipment	- Adult	1
	Ambu Bag/Air Way	- Pediatric	1
2	Oxygen Cylinder (Portable) desirable		1
3	Fire Extinguisher	ABC Type	1
4	Crash Cart	With all essential drugs as mentioned in Annexure 4	1

Glossary

1. **General Physician:** Registered medical practitioner who attend to the medical needs of individuals within a community.
2. **Ancillary area/Ancillary space:** The nonpublic areas or spaces of the stations usually used to house or contain operating, maintenance, or support equipment and functions
3. **Support Staff:** The staff, who support the patient care services provided in a clinical establishment.
4. **First Aid:** First aid is a provision of initial care given to a victim of an injury or sudden illness.