

Inspections

During an inspection, registrants are required to have available:

- Electronically generated Boutique Registration.
- Current- valid government issued photo identification.
  - Driver's License
  - State ID
  - USA Passport
  - Military ID

The Board shall hold individual registrants and facility owners responsible for compliance with the Board's safety and infection control standards as follows:

- Facility owners are responsible for all common areas.
- Registrants are responsible for their assigned service area and any service area they are using at the time of an inspection.

Individuals holding a BTQR are not required to obtain an Independent Contract License to work as an independent.

Feel free to contact the inspector in your area with questions. A listing of Board inspectors can be located at www.cos.ohio.gov **click on About Us/Staff Directory.**

Website www.cos.ohio.gov

All registrants should become familiar with the Board's website. The website can provide information on Board laws & rules, applications, CE, staff listings, meeting information, etc.

Who We Are

About Us

The Ohio State Cosmetology and Barber Board regulates business and individuals engaged in the practice of cosmetology, branches of cosmetology, barbering, boutique services, and tanning services.

The Board's mission is to protect and support the public through regulation and education, while protecting the integrity of the cosmetology and barbering industries.

The Board works to achieve this mission by ensuring salons, barbershops, and individuals offering those services are compliant with infection control and safety standards established by the Board.



Contact Us

Phone: 614-466-3834
Email: **ohiocos@cos.ohio.gov**
Website: **cos.ohio.gov**



Boutique Service Registrations

OHIO STATE COSMETOLOGY AND BARBER BOARD

To protect and support the public through regulation and education, while promoting the integrity of the cosmetology and barbering industries.



Registration Renewal

All Boutique Service Registrations are required to be renewed by January 31 of each odd numbered year. If multiple registrations are held, a renewal application must be completed for each in Elicense. The four required continuing education hours will apply to all registrations.

Renewal of a registration is a two-step process:

Step 1 Complete all required CE hours (unless you have a CE exemption)

Step 2 Go to Elicense.ohio.gov log in to your Elicense account and complete the renewal application. No Fee Required.

CE Hours Exemptions

Renewal application is required to be completed, even if you have an exemption.

First-Time Registrant

If this is your first registration, you are not required to obtain CE hours for the first renewal period following the issuance of your registration.

Sixty-Five (65) or Older

Registrants who are age 65 or older prior to the opening of the renewal period are not required to complete CE hours. (See the website for more information)

Required CE Hours

- One (1) Hour – Board Laws & Rules
- Three (3) Hours – Infection Control & Safety

CE Broker

All registrants are required to set up a **FREE** CE Broker account. This account will allow you to find approved CE classes, track your individual CE hours completion, and have access to Board required classes. Visit www.cos.ohio.gov click on the Renewal & CE Tab then click CE Broker for full information.

Renewal Notices

Renewal notices are sent via email.

Each registrant will begin to receive emailed renewal notices 120 days prior to the expiration date of the registration. The notices will continue to be emailed at 90, 60, 30, and 15 days from the expiration date.

*** It is important to ensure that your email and mailing address are current in the Elicense system.

Elicense

All applications, registration renewals, payments, name changes, mailing address updates, email updates, etc. must be made in the Elicense system.

To make changes/updates, complete a renewal, or apply, you must log in to your Elicense Dashboard. Go to Elicense.ohio.gov click on **Login/Create Your Account.** You will use your email address and the password you created.

***** Passwords must be updated yearly.**

Once logged in click on **"OPTIONS"** located on your registration tile. Select your action from the drop down list.

To update your email address, click the drop down arrow beside your name in the upper right corner and select "Manage Profile".

"The future belongs to those who believe in the Beauty of their dreams."

Eleanor Roosevelt

Scope of Practice

A boutique registration holder shall provide boutique services within a facility where the license is current and active and meets the scope of services being provided. Boutique registration holders shall not provide any service that claims to have a medical or healing benefit.

There are four (4) types of Boutique Service Registrations set forth in section 4713.01 of the Revised Code:

- Braiding
- Makeup Artistry
- Threading
- Shampooing

Braiding

The technique of intertwining hair in a systematic motion to create patterns in a three-dimensional form, including patterns that are inverted, upright, or singled against the scalp that follow along straight or curved partings. It may include twisting or locking the hair while adding bulk or length with human hair, synthetic hair, or both and using simple devices such as clips, combs, and hairpins. The practice of braiding **Does Not** include application of weaving, bonding, and fusion of individual strands or wefts; application of dyes, reactive chemicals, or other preparations to alter the color or straighten, curl, or alter the structure of hair; embellishing or beautifying hair by cutting or singeing, except as needed to finish the ends of synthetic fibers used to add bulk to or lengthen hair.

Individuals holding a BTQR for Braiding may:

- Twist hair (2 strand twist, flat twist to the scalp).
- Lock or dread.
- Crochet (natural hair is braided and additional hair is added in using a latch hook).
- Braid (all types).
- Add hair for length/bulk.

Makeup Artistry

The application of cosmetics for the purpose of skin beautification. "Makeup artistry" does not include any other services described in the practice of any other branch of cosmetology.

Threading

Includes a service that results in the removal of hair from its follicle from around the eyebrows and from other parts of the face with the use of a single strand of thread and an astringent.
The service may not include the use of chemicals of any kind, wax, or any implements, instruments, or tools to remove hair.

Shampooing

The act of cleansing, rinsing, or conditioning an individual's hair.