



## **NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS**

barbers.nc.gov • ncbee.com  
barbers@nc.gov • electrolysis@nc.gov  
Telephone (919) 814-0640 • Fax (919) 981-5068  
7001 Mail Service Center  
Raleigh, NC 27699-7000

### **Minutes for Public Meeting**

Held April 18, 2023, at 8:30 a.m.

Town of Canton  
85 Summer Street  
Canton, NC 28716

#### **Board Members**

Sherod Holloway, Board Chairperson, Barber Member  
Don Beal, Barber Member  
Craig N. Burkhart, MD, Physician Member  
Stacy M. Miller, LE, CPE, Electrologist Member  
Kristina Proctor, Public Member  
Michael T. Swinney, Barber Member  
David L. Williams, Barber Member  
Margaret Wingate, LE, Electrologist Member  
Barber (Vacant)

#### **Executive Director**

Dennis Seavers

#### **Counsel to the Board**

M. Jackson Nichols

The meeting of the North Carolina Board of Barber and Electrolysis Examiners was called to order at 8:46 a.m., on April 18, 2023.

The following board members were present in person during the meeting: Sherod Holloway and Kristina Proctor. The following board members were present by video- or teleconference: Craig N. Burkhart, MD; Stacy M. Miller, LE, CPE; Michael T. Swinney;

David L. Williams; and Margaret Wingate. The following board member was absent: Don Beal.

Also in attendance in person were Dennis Seavers, Executive Director, and M. Jackson Nichols, Counsel to the Board.

## OPEN SESSION

### Ethics awareness and conflict of interest

Mr. Holloway read the statement required by G.S. § 138A-15(e) on ethics awareness and conflicts of interest. No board members indicated that they had any potential or actual conflicts.

### Oath of office

The board tabled this matter to a future meeting when all board members had been appointed.

### Approval of minutes

Ms. Miller made a motion to approve the minutes and closed-session narrative from the February 28, 2023 board meeting. Dr. Burkhart seconded the motion, which passed, 7–0.

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

Dr. Burkhart made a motion to approve the minutes from the April 2, 2023 board meeting. Mr. Swinney seconded the motion, which passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

### **Administrative hearings**

The board held a hearing for Jermon L. Owens (file #38721), who—as an inmate in the custody of what was then the Department of Public Safety—was prevented from being able to take the registered barber exam within his three-year apprenticeship due to the pandemic. Joshua Johnson of Central Carolina Community College offered testimony on Mr. Owens’s behalf. Mr. Johnson answered questions from Mr. Nichols and the board members.

The board held a hearing for Victor Parker (file #41476). Mr. Parker requested the hearing to determine whether he should be allowed to take the licensed barber exam, despite his inability to provide the affidavit required by G.S. § 86B-23(4) and -40(c). Mr. Parker was present remotely and offered testimony to the board. Mr. Parker answered questions from Mr. Nichols and the board members.

### **Felony hearings**

The board held a hearing for Buddy J. McKay (file #36271) to determine whether his felony criminal history should prevent him from getting a license. Duane Cogdell of the Department of Adults Corrections was present remotely and offered testimony about Mr. McKay. Mr. Cogdell answered questions from Mr. Nichols and the board members.

### **Request by Electrolysis Association of North Carolina for approval of continuing education units**

The board considered a request from the Electrolysis Association of North Carolina (EANC) for approval of continuing education units (CEUs) under 21 NCAC 06Y .0102 (see Attachment 1). Lesa M. Wingate, LE, represented EANC and addressed the board and answered questions from board members. Ms. Miller made a motion to approve the CEUs, and Ms. (Margaret) Wingate seconded. The motion passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

## Rulemaking

### *Temporary rules for electrology apprenticeship program*

The board considered whether to adopt the rules for the electrology apprenticeship program under temporary procedures (see Attachment 2). After discussion, Ms. Wingate made a motion to adopt the rules, and Ms. Miller seconded. The motion passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

### *Update on current rulemaking activity*

Mr. Seavers gave the board a report on the status of the board’s current rulemaking activity.

The board also considered whether to repeal paragraph (c) of 21 NCAC 06L .0113, which was being amended under temporary procedures and had received some comments from commission counsel for the Rules Review Commission. Mr. Burkhart made a motion to repeal that paragraph, and Ms. Proctor seconded. The motion passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

### **Appointment of committee for review of CEUs for electrology and laser hair practice**

Mr. Seavers recommended that the board appoint a committee to review requests for CEUs under 21 NCAC 06Y .0102 (see Attachment 3). Mr. Holloway appointed Ms. Wingate as chairman of the committee. He also appointed Dr. Burkhart and Ms. Miller to the committee.

### **Elections**

The board tabled this matter to a future meeting when all board members had been appointed.

### **Next meeting date**

The board had discussion on whether to change the next meeting date, which was set for June 20, 2023, due to a board member's absence. The board asked Mr. Seavers to coordinate board members' schedules to see whether another date would work. [Following the meeting, the board was unable to find another date that worked and kept the June 20, 2023 scheduled date.]

### **CLOSED SESSION**

Ms. Proctor made a motion to go into closed session under G.S. § 143–318.11. Ms. Proctor noted that the board would discuss the case before the North Carolina Industrial Commission, Rodney Bullock c/o Altitude Academy, LLC, v. North Carolina Board of Barber Examiners and Pitt Community College. Dr. Burkhart seconded the motion, which passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

The board entered closed session at 10:05 a.m. The board emerged from closed session at 10:37 a.m.

### OPEN SESSION

#### Determinations

Ms. Proctor made a motion for: (1) Jermon L. Owens to be offered a consent order to allow him to take the barber license exam, with the order citing the governor’s executive order during the state of emergency, and (2) Victor Parker to be offered a consent order that allowed him to take the barber license exam after the staff reached out to the former employer and considered any other evidence to support his claim to have worked for a year as an apprentice. Dr. Burkhart seconded the motion, which passed 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

Ms. Proctor made a motion to offer Buddy McKay a consent order to allow him to get a license, despite his criminal history. Among the terms and conditions, Mr. McKay would serve five years of probation. Mr. Swinney seconded the motion, which passed, 7–0.

<b>Board member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Not present</b>
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
Stacy M. Miller	X			
Kristina Proctor	X			
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
<b>Total</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>1</b>

Ms. Proctor raised the prospect of having discussions with Haywood Community College about a barber program. Ms. Proctor, Mr. Seavers, and Mr. Nichols will coordinate discussions with the school to gauge interest.

Mr. Holloway adjourned the meeting at 10:45 a.m.

Minutes approved on June 20, 2023

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Sherod Holloway  
Board Chairperson



# NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

## Memo

TO: Board members and anticipated board appointees

FROM: Dennis Seavers

DATE: April 11, 2023

**SUBJECT: Request for approval of CEUs**

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The board has received a request for approval of continuing-education courses from the Electrolysis Association of North Carolina ("EANC"). The board will consider this request at the April 18, 2023 meeting. The EANC submission is attached to this memo, which summarizes the law and the criteria the board must consider.

Under G.S. § 86B-57, electrologists and laser hair practitioners must submit evidence of continuing education to renew their licenses. G.S. § 86B-58 requires the board to "determine the number of hours and subject matter of continuing education required as a condition of license renewal." The statute also authorizes the board to "grant approval to a continuing education program or course upon finding that the program or course offers an educational experience designed to enhance the practice of electrology."

The board has adopted rules to implement this statute. Under 21 NCAC 06Y .0102, the board must approve a program or course of continuing education if it is:

- In any subject in the board's approved curriculum, which appears in 21 NCAC 06X .0101; and
- Offered by specific entities list in rule.

The board is prohibited from approving a program or course unless the following information is provided:

- Title, location, and date of the course or courses;
- Sponsoring entity;
- Course objective and outline of each course's content;
- Hours of study for each course topic; and
- Name, education, and background of each instructor.



Since this approval of continuing-education courses may be new to some board members, I've attached the following laws:

- G.S. § 86B-57 (license renewal)
- G.S. § 86B-58 (continuing education)
- 21 NCAC 06X .0101 (curriculum)
- 21 NCAC 06Y .0101 (continuing education requirements, license renewal, reinstatement and reactivation)
- 21 NCAC 06Y .0102 (board approval of courses)

## Seavers, Dennis

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**From:** Electrolysis Assoc Of North Carolina  
**Sent:** Monday, March 20, 2023 3:23 PM  
**To:** Seavers, Dennis; NCBBEE - Electrolysis  
**Subject:** [External] EANC (6 hours) CEU Courses for Approval  
**Attachments:** Jennifer Jacobs Resume for CEU.pdf; Title of Course . Probe. 2023 CEU Course Application.pdf; Title of Course. Mastering the Different Types of Current Releases .2023 CEU Course Application.pdf; Title of Course. Modern Positioning. 2023 CEU Course Application.pdf

**CAUTION:** External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to [Report Spam](#).

March 30, 2023

Dennis Seavers, Executive Director  
North Carolina Board of Barber and Electrolysis Examiners  
7001 Mail Service Center  
Raleigh, NC 27699-7000

Dear Mr. Seavers,

EANC would like to present the 2023 Electrology Continuing Education Course of Study Application for 6 Virtual hours to the board for approval **on April 18, 2023**. I've attached three (3) different CEU Study Applications and the presenter, Jennifer Jacob's, resume.

1) **Title of Course:** Probes

**Hours of Study:** 1 hour

**Course Objectives:** Break down the basics of probes, including materials made of diameter, length, shape, insulation, grinding/honing/buffing, and heat patterns.

**Learning Outcome:** Enable Electrologists to choose better probe types to aid in a better overall experience for the client.

2) **Title of Course:** Mastering the Different Types of Current Releases

**Hours of Study:** 2.5 hours

**Course Objectives:** Present quick/flash thermolysis, slow thermolysis, blend and galvanic currents, and equipment capabilities of each.

**Learning Outcome:** Enable Electrologists to easily choose current release types for clientele to aid in a better overall experience for the client.

3) **Title of Course:** Modern Positioning

**Hours of Study:** 1.5 hours

**Course Objectives:** Introducing modern, updated tools to aid an Electrologist in positioning clientele.

**Learning Outcome:** Electrologist may become aware of new, updated tools to help achieve a more comfortable electrolysis experience for the Electrologist and the client.

During the (3) virtual classes, the following will be executed for the record keeping of all participants.

1) Each participant must complete an application form, including all vital information. ( Name, Address, Business Name/Address, License Number, Email, and Phone Number)

2) The participants' full names and faces must be displayed during each class for CEU credit.

3) EANC Board will select two monitors to scan all participants every 10 minutes to ensure everyone is visible during each class to receive full CEU credit

Please let me know how to proceed or if more information is needed to complete the CEU approval.

Thank you for your time,  
Lesa Wingate, LE  
EANC President

Electrolysis Association of North Carolina: 2023 CEU for Board Approval

**TITLE OF COURSE: PROBES**  
**HOURS OF STUDY: 1- HOUR**

**Course Objectives:**

- I. Break down the basics of probes
  - a. How are probes made and the materials used to manufacture different probes available to the Electrologist in their practice
  - b. Diameter of probes and the differences
  - c. Lengths, and the importance
  - d. Different Shapes and why are they needed
  - e. Insulated probes vs. Non-Insulated probes
  - f. Grinding/honing/buffing through the manufacturer's process
  - g. Heat patterns different probes admit into the hair follicle

**Learning Outcome for the Electrologist:**

To help expand the knowledge of all Electrologists allowing the Electrologist to achieve the best results for each individual client. Choosing the right probes for the hair type and skin type will aid in a better overall experience for the client.

**TITLE OF COURSE: MASTERING THE DIFFERENT  
TYPES OF CURRENT RELEASES**  
**HOURS OF STUDY: 3 -HOURS**

**Course Objectives:**

- II. An in-depth study of the different machines and what they offer for the Electrologist.
  - a. The equipment capabilities between 13 MHZ vs. 27 MHZ machines
- III. Modalities: What types of modalities and when to choose
  - a. Quick/flash thermolysis
  - b. Slow thermolysis
  - c. Blend
  - d. Galvanic currents
- IV. Answering questions on specific concerns about the machines

**Learning Outcome for the Electrologist:** Enable Electrologists to be more effective and efficient in their profession. Learning new tips about their machines. Expanding on their knowledge of the tools of the trade, therefore allowing the client(s) to benefit from the awards of faster, permanent hair removal.

**TITLE OF COURSE: MODERN POSITIONING**  
**HOURS OF STUDY: 2- HOURS**

**Course Objectives:**

- V. Learning modern and innovative ways to position the Electrologist and their client
  - a. Understanding how bad positioning can affect the Electrologist mentally and physically
  - b. How to create a comfortable position for the extended appointments
  - c. Learning how to be creative in those hard positions to achieve the best results
  - d. Open discussion
- VI. Allowing questions for more specific instructions on any new position being discussed

**Learning Outcome:** Daily Electrologists work on all different areas of the face and body. This lecture will allow the Electrologist to see and explore the different ways to achieve success through correct positioning for both the Electrologist and their clientele. Seeing new ideas will trigger questions from the Electrologists, therefore the lecturer will answer those who have some questions. Encouragement and understanding lead to exploring these ideas in their everyday practice.

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*Total Hours asking to be approved: 6 Hours in August 2023*

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## **JENNIFER LEIGH JACOBS, CPE CI**

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448 W 19<sup>TH</sup> Street, Ste 483 Houston, Texas 77008

### **EDUCATION**

Académie Dectro Photoepilation Accredited Instructor  
Quebec City, Canada 2019

Académie Dectro Electroepilation Accredited Instructor  
Quebec City, Canada 2019

Académie Dectro Photoepilation and Photorejuvenation Certification  
Montreal, Canada 2017

International Board of Electrologists Certification  
Orlando, Florida 2014

Tattoo Vanish Inc Tattoo Removal Certification  
Las Vegas, Nevada 2014

Académie Dectro Electroepilation Certification  
Houston, Texas 2008

Sam Houston State University Bachelor of Arts  
Huntsville, Texas 2000

### **EXPERIENCE**

Academy for Advanced Electrolysis Studies  
Electroepilation/Photoepilation/Photorejuvenation Instructor  
January 2019-Present

Electrolysis Specialists of Texas  
Electrologist  
2022 – Present

My Bare Lady Electrolysis & IPL  
Electrologist  
2012 – 2022

International Beauty Center  
Electrologist  
2020 - 2021  
2008 - 2012



## ***North Carolina Board of Electrolysis Examiners***

2 Centerview Drive, Pinehurst Building, Suite 60

Greensboro, North Carolina 27407

Office: 336-856-1010 | Email: [ncbeexam@att.net](mailto:ncbeexam@att.net) | [www.ncbee.com](http://www.ncbee.com)

### **ELECTROLOGY CONTINUING EDUCATION COURSE OF STUDY APPLICATION**

Dear Applicant,

Thank you for your request for a Continuing Education Course of Study application. The requirements for application are pursuant to the statutes, rules, and regulations set forth by the NC General Assembly and the NC Board of Electrolysis Examiners (NCBEE). Please read the rules and instructions prior to applying.

Please note that all Home Study courses listed on the NCBEE website are pre-approved.

Every effort will be taken to process your application in a timely manner. If you have any questions please contact the NCBEE at the information listed above. We look forward to working with you in North Carolina.

#### **Requirements for Application (21 NCAC 19 .0702)**

*This is not a comprehensive listing of the rules related to application. Please refer as noted above.*

- Application must be submitted two months in advance of the course registration date.
- A change in subject matter, length, or instructor of a course requires re-approval by the NCBEE.
- **An incomplete or partial application packet will be rejected by the NCBEE.**

#### **Instructions for Completing PDF form**

- The application is an interactive PDF. This means you can click directly onto a field and enter the required information. If you hover over the field with your cursor, a detail of the required information will be displayed.
- Please enter all information and SAVE the PDF file to your computer. There are two options for submitting:
  - print the saved document and send a scanned copy to the NCBEE email :  
[ncbeexam@att.net](mailto:ncbeexam@att.net)
  - or, print the saved document and mail to the NCBEE at:  
2 Centerview Drive, Pinehurst Building, Suite 60  
Greensboro, North Carolina 27407
- Please note you may need to install the latest version of Adobe Reader XI® to save your completed application in PDF format. Free download click: [Adobe Reader XI Link](#)



ELECTROLOGY CONTINUING EDUCATION COURSE OF STUDY APPLICATION

*Date:* 3/20/2023  
*Sponsoring Entity:* EANC (Electrolysis Association of North Carolina)  
*Name of Speaker:* Jennifer Jacobs, CPE CI

*According to 21 NCAC 19.702 (b), this form must be used for each individual speaker/lecturer.*

*Title of Course:* Modern Positioning  
*Location of Course:* Virtual / Online  
*Date of Course:* August 2023 (the specific date is still being determined )  
*Hours of Study:* 1.5 hour

*Course Objective(s) and Content:*

Introducing modern, updated tools to aid an Electrologist in positioning clientele.

*Instructor/Lecturer Background (CV can be attached to application):*

**EDUCATION**

Académie Dectro: Photoepilation Accredited Instructor. (Quebec City, Canada 2019)  
Académie Dectro: Electroepilation Accredited Instructor. (Quebec City, Canada 2019)  
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International Board of Electrologists Certification (Orlando, Florida 2014)

**EXPERIENCE**

*Learning Outcome(s):*

Electrologist may become aware of new, updated tools to help achieve a more comfortable electrolysis experience for the Electrologist and the client.

To obtain a copy of the N.C.G.S § 88-A Electrolysis Practice Act and 21 NCAC Chapter 19 rules refer to the North Carolina Board of Electrolysis Examiners (NCBEE) at [www.ncbee.com](http://www.ncbee.com)





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Name of Speaker: Jennifer Jacobs, CPE CI

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Title of Course: Modern Positioning

Location of Course: Virtual / Online

Date of Course: August 2023 (the specific date is still being determined )

Hours of Study: 1.5 hour

*Course Objective(s) and Content:*

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*Instructor/Lecturer Background (CV can be attached to application):*

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*Date of Course:* August 2023 (the specific date is still being determined )  
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*Course Objective(s) and Content:*  
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*Instructor/Lecturer Background (CV can be attached to application):*

**EDUCATION**

Académie Dectro: Photoepilation Accredited Instructor. (Quebec City, Canada 2019)  
Académie Dectro: Electroepilation Accredited Instructor. (Quebec City, Canada 2019)  
Académie Dectro: Photoepilation and Photorejuvenation. Certification. (Montreal, Canada 2017)  
International Board of Electrologists Certification (Orlando, Florida 2014)

**EXPERIENCE:**

Academy for Advanced Electrolysis Studies Electroepilation/Photoepilation/Photorejuvenation  
Instructor (January 2019-Present)

*Learning Outcome(s):*

Electrologist may become aware of new, updated tools to help achieve a more comfortable electrolysis experience for the Electrologist and the client.

To obtain a copy of the N.C.G.S § 88-A Electrolysis Practice Act and 21 NCAC Chapter 19 rules refer to the North Carolina Board of Electrolysis Examiners (NCBEE) at [www.ncbee.com](http://www.ncbee.com)

**§ 86B-57. License renewal.**

(a) Every electrologist license or laser hair practitioner license issued pursuant to this Chapter must be renewed annually. On or before the date the current license expires, a person who desires to continue to practice electrology or as a laser hair practitioner shall apply for license renewal to the Board on forms approved by the Board, provide evidence of the successful completion of a continuing educational program approved by the Board, meet the criteria for renewal established by the Board, and pay the required fee. The Board may provide for the late renewal of licensure upon payment of a late fee as set by the Board, but late renewal may not be granted more than 90 days after expiration of the license.

(b) Any person who has failed to renew his or her license for more than 90 days after expiration may have it reinstated by applying to the Board for reinstatement on a form approved by the Board, furnishing a statement of the reason for failure to apply for renewal prior to the deadline, and paying the required fee. The Board may require evidence of competency to resume practice before reinstating the applicant's license. (1989 (Reg. Sess., 1990), c. 1033, s. 1; 1993 (Reg. Sess., 1994), c. 755, s. 3; 2007-489, s. 7; recodified from N.C. Gen. Stat. 88A-12 by 2022-72, s. 1(tt).)

**§ 86B-58. Continuing education.**

(a) The Board shall determine the number of hours and subject matter of continuing education required as a condition of license renewal. The Board may offer continuing education to the licensees under this act.

(b) Upon request, the Board may grant approval to a continuing education program or course upon finding that the program or course offers an educational experience designed to enhance the practice of electrology.

(c) The Board shall maintain and distribute, as appropriate, records of the educational course work successfully completed by each licensee, including the subject matter and the number of hours of each course.

(d) Laser hair practitioners are required to complete a minimum of 10 hours of continuing education annually to maintain their licenses pursuant to rules adopted by the Board. (1989 (Reg. Sess., 1990), c. 1033, s. 1; 2007-489, s. 8; recodified from N.C. Gen. Stat. 88A-13 by 2022-72, s. 1(uu).)

**SUBCHAPTER 06X – ELECTROLOGY SCHOOLS**

**21 NCAC 06X .0101 CURRICULUM**

(a) The course of study for electrolysis shall consist of at least 600 clock hours of instruction in theory and clinical practice as set out in the following table:

Subject	Theory Hours	Clinical Hours
General Orientation	20	0
Rules of the school		
Personal hygiene and dress		
Professional ethics and office rules		
State and local laws governing electrolysis		
History of electrolysis		
Trichology (Hair Growth)	20	0
Hair structure and function		
Growth cycles, including regrowth cycles		
Follicle structure and function		
Endocrinology	20	0
Causes of hair growth, including new hair stimulation		
Study and function of glands		
Dermatology	30	0
Skin structure and function		
Disease of the skin (as related to the practice of electrology)		
Reaction of the skin as related to the clinical application of electrolysis		
Neurology/Angiology (as related to electrology)	20	0
Nervous system		
Pain thresholds		
Pain variables		
Synoptic responses		
Circulatory system		
Cardiovascular system		
Lymphatic system		
Bacteriology	25	40
Sanitation		
Sterilization		
Rules and standards promulgated by the Board		
Principles of Electricity	20	80
Short wave (Alternating) current		
Direct (Galvanic) current		
Equipment	30	200
Modalities		
Electrolysis (DC - Galvanic)		
Thermolysis (SW - Shortwave)		
Blend (Combination of Galvanic and Shortwave)		
Variables		
Probes		
Intensity		
Timing		
Depth of insertion		
Equipment maintenance and upkeep		
General Treatment Procedure	25	30
Consultation with clients		

Subject	Theory Hours	Clinical Hours
Consultation instruction shall include methods of developing case histories and health history assessments and providing information on hair growth cycles, modalities used, pain factors, scheduling of appointments, and fees		
Positioning and draping		
Development of Practice	20	20
Public relations and advertisement		
Office procedure and management		
Record keeping		
Telephone etiquette		
Housekeeping (Office)		
Totals:	230	370

(b) The course of study for laser hair removal shall consist of at least 30 clock hours of instruction in theory and clinical practice, with a minimum of 20 hours in practical hands-on instruction and at least 10 hours of basic science (Didactic) instruction in the use of laser and light-based hair removal or reduction devices in the following topics:

- (1) biology of hair;
- (2) laser and light-based terminology;
- (3) laser physics;
- (4) types of laser and light-based hair removal devices;
- (5) safety and precautions;
- (6) tissue interaction;
- (7) Fitzpatrick skin typing;
- (8) patient history form and consultation;
- (9) treatment contraindications;
- (10) sterilization procedures;
- (11) draping of patient;
- (12) pre-treatment and post-treatment care;
- (13) photo documentation; and
- (14) photosensitive drugs and disorders.

*History Note:* Authority G.S. 88A-6; 88A-19; 88A-19.1;  
Eff. June 1, 1993;  
Amended Eff. December 1, 2010;  
Readopted Eff. September 1, 2019;  
Recodified from 21 NCAC 19 .0601 Eff. January 1, 2023.



**SUBCHAPTER 06Y – CONTINUING EDUCATION**

**21 NCAC 06Y .0101 CONTINUING EDUCATION REQUIREMENTS, LICENSE RENEWAL, REINSTATEMENT AND REACTIVATION**

- (a) The following are requirements for the Board to approve renewals for electrologist or laser hair practitioners:
- (1) Each electrologist licensed in this State shall complete 10 CEUs as defined in 21 NCAC 06V .0102 per license effective period as a requirement for renewal of the electrology license. Electrologists with 30 or more years of practice without interruption in licensure shall complete 10 CEUs every five years. The first five-year period shall be measured from the issuance date of the license in year 30, and subsequent periods shall be measured from the issuance date in each fifth year thereafter.
  - (2) A laser hair practitioner licensed in this State shall complete 10 CEUs per license effective period as a requirement for renewal of the laser hair practitioner license.
  - (3) An electrologist or laser hair practitioner who has been placed on the inactive list by the Board as set forth in G.S. 88A-14 for fewer than five years and desires to return to active status shall present certification of completion of 10 CEUs within the 12 months preceding the reactivation application in satisfaction of the competency requirement of G.S. 88A-14.
  - (4) An electrologist or laser hair practitioner whose license has been expired for 90 days or more but less than five years shall present certification of completion of 10 CEUs for each license effective period or part of a license effective period that has elapsed since the electrologist's or laser hair practitioner's license was last current, in satisfaction of the competency requirement of G.S. 88A-12. At least 10 of the CEUs offered in satisfaction of a competency requirement shall have been completed within the 12 months immediately preceding the application for reinstatement.
  - (5) Not more than 10 CEUs may be carried over to the next license effective period. CEUs earned through home study shall only be carried over to the next license effective period if the following occur:
    - (A) The education provider records the full name and license number of the attendee;
    - (B) There is both a host and a monitor administering the education, where the monitor verifies that attendees are present during the presentation;
    - (C) The attendee has a camera on at all times so that the monitor can verify that the attendee is participating in the presentation;
    - (D) The education provider records the time the attendee was present during the education; and
    - (E) The education provider submits verification of the licensee's attendance at the presentation within 30 days of the event to the address in 21 NCAC 06A .0102.
  - (6) Licensees shall not receive credit from the Board for more than 10 CEUs of home study for continuing education in each license effective period.
  - (7) In the initial year of licensure, new licensees who take a licensing examination after the sixth month of the calendar year shall not be required to obtain CEUs until the following renewal year.
  - (8) Over any two sequential license effective periods, the Board shall give credit for no more than five CEUs in the area of business management.
  - (9) New licensees shall be required to pay for inspections for the upcoming year.
  - (10) An initial license shall not be issued until an initial inspection has been completed on the practicing office.
- (b) The following are requirements for the Board to approve renewals for instructors:
- (1) An instructor whose certification has been placed on the inactive list for more than 90 days and fewer than three years shall present certification of completion of 10 CEUs within the 12 months immediately preceding the application for reactivation of certification.
  - (2) An instructor whose certification has been expired for more than 90 days, but less than three years shall present certification of completion of 10 CEUs for each license effective period or part of a license effective period that has elapsed since the instructor's license was last current. At least 10 of the CEUs offered in satisfaction of a competency requirement shall have been completed within the 12 months immediately preceding the application for reinstatement of certification.

*History Note:* Authority G.S. 88A-6; 88A-12; 88A-13; 88A-18;  
Eff. March 1, 1995;

*Amendment Eff. October 1, 2015; December 1, 2010;  
Readopted Eff. September 1, 2019;  
Amended Eff. November 1, 2022;  
Recodified from 21 NCAC 19 .0701 Eff. January 1, 2023.*

**21 NCAC 06Y .0102 BOARD APPROVAL OF COURSES**

- (a) The Board shall approve a program or course if it is:
- (1) in any subject required by 21 NCAC 06X .0101; and
  - (2) offered by one of the following entities:
    - (A) a college or university authorized to grant degrees in this State;
    - (B) a national professional electrolysis or laser hair practice association;
    - (C) a school or Continuing Education (CE) provider certified by the Board;
    - (D) American Society of Laser Medicine (ASLM);
    - (E) American Academy of Dermatology (AAD); or
    - (F) an entity providing a program of Certified Medical Education (CME).
- (b) The applicant or entity offering the program or course shall provide the Board with the information listed in Paragraph (c) of this Rule and shall certify to the Board the names of all electrologists licensed by the Board who attended the program or course and their actual hours of attendance.
- (c) The Board shall not approve a program or course without the following information:
- (1) Title, location, and date of the course or courses;
  - (2) Sponsoring entity;
  - (3) Course objective and outline of each course's content;
  - (4) Hours of study for each course topic; and
  - (5) Name, education, and background of each instructor.
- (d) An electrologist or laser hair practitioner seeking credit for a program or course offered by an entity not listed in Paragraph (a) of this Rule may request that the Board approve the course by submitting the application for approval of continuing education as set forth in Rule .0105 of this Section.
- (e) The Board shall approve a program or course if requested pursuant to Paragraph (d) of this Rule upon finding that it meets the requirements of G.S. 88A-13. When making this finding, the Board shall consider the criteria set forth in The Continuing Education Unit Criteria and Guidelines, current edition, as adopted by the International Association for Continuing Education and Training (IACET) in conjunction with the American Standards National Institute (ANSI) and incorporated herein by reference including subsequent amendments or editions. Copies of The Continuing Education Unit Criteria and Guidelines, current edition, may be obtained for four hundred ninety-five dollars (\$495.00) at <http://www.IACET.org>.
- (f) The Board shall notify the electrologist by first-class mail of the Board's findings and decision regarding the request made pursuant to Paragraph (d) of this Rule.
- (g) A change in subject matter, length, or instructor of a course requires reapproval by the Board.
- (h) The entity offering the program or course shall either provide to the electrologist or directly to the Board certification of the electrologist's actual hours of attendance after the program or course is complete.

*History Note:* Authority G.S. 88A-6; 88A-12; 88A-13; 88A-18;  
Eff. March 1, 1995;  
Amended Eff. September 1, 2015; December 1, 2010;  
Readopted Eff. September 1, 2019;  
Amended Eff. November 1, 2022;  
Recodified from 21 NCAC 19 .0702 Eff. January 1, 2023.



# NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

## Memo

TO: Board members and anticipated board appointees

FROM: Dennis Seavers

DATE: April 11, 2023

**SUBJECT: Rulemaking—electrology apprenticeship program**

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House Bill 792 was signed by the governor on July 8, 2022, and most provisions went into effect on January 1, 2023. Among other provisions, the bill established an electrology apprenticeship program (“EAP”) as an alternative pathway to electrology licensure. The bill also required the board to adopt rules to govern the program. The board proposed temporary rules in February and has been collecting public comments. At its April 18, 2023, the board will decide whether it wishes to adopt the rules.

I have not included a summary of all the rules in this memo because the board has been reviewing these rules for a few months and is familiar with the rule provisions. However, board members can find an explanatory memo attached to the minutes of the February 28, 2023 meeting (see <https://www.barbers.nc.gov/meetings.html>).

The board has had numerous individuals express interest in the EAP, but no one submitted public comments on the proposed rules. There was no participation by members of the public in the March 15 public hearing.

I have not made any changes to the originally proposed rules.

### **BOARD ACTION AND FUTURE STEPS**

1. Once the board decides on the final language of the rules (whether the attached language or something similar), it should make a motion to **adopt** the rules.
2. I will file these rules with the Rules Review Commission. With the board’s permission, I will delay filing until next week, which will allow the Rules Review Commission to consider the rules at its next regularly scheduled meeting rather than having to hold an earlier special meeting. The ad hoc committee chair for the EAP rules had no objection to the delay of a little more than week, and this would be a professional courtesy to the commission.

3. Assuming the commission approves the rules, they will go into effect June 1, 2023.
4. The board staff will work to build out the licensing process once the language of the rules is finalized. (Much of the work has been ongoing for months.)

The temporary rules will be effective for no more than 270 days following publication in the North Carolina Register. Before the temporary rules expire, the board must approve permanent rules. That permanent rulemaking process will begin after the Office of State Budget and Management approves a fiscal note and substantive economic analysis that I will prepare over the next several weeks.

21 NCAC 06O .0201 is proposed for adoption under temporary procedures as follows:

**SECTION .0200 – ELECTROLYSIS**

**21 NCAC 06O .0201 ELECTROLOGY APPRENTICESHIP PROGRAM**

(a) The presumptive civil penalty for operating an electrology apprenticeship program without Board approval:

(1) 1st offense \$300.00

(2) 2nd offense \$400.00

(3) 3rd offense \$500.00

(b) The presumptive civil penalty for accepting tuition from or enrolling a student before the Board has issued a student permit:

(1) 1st offense \$300.00

(2) 2nd offense \$400.00

(3) 3rd offense \$500.00

(c) The presumptive civil penalty for an individual engaging as a student in an electrology apprenticeship program before the Board has issued a student permit:

(1) 1st offense \$200.00

(2) 2nd offense \$300.00

(3) 3rd offense \$500.00

(d) The presumptive civil penalty for an electrology apprenticeship program failing to comply with the facility requirements as set forth in 21 NCAC 06Z .0103:

(1) 1st offense \$250.00

(2) 2nd offense \$400.00

(3) 3rd offense \$500.00

(e) The presumptive civil penalty for an electrology apprenticeship program providing practical training without the student permit displayed at the electrology station:

(1) 1st offense \$100.00

(2) 2nd offense \$150.00

(3) 3rd offense \$250.00

(f) The presumptive civil penalty for an electrology apprenticeship program providing training without an instructor present:

(1) 1st offense \$150.00

(2) 2nd offense \$300.00

(3) 3rd offense \$500.00

(g) The presumptive civil penalty for an electrology apprenticeship program failing to maintain records required by this Chapter:

(1) 1st offense \$200.00

1           (2)      2nd offense      \$250.00

2           (3)      3rd offense      \$500.00

3 (h) The presumptive civil penalty for an electrology apprenticeship program falsifying records required by this  
4 Chapter: \$500.00.

5 (i) The presumptive civil penalty for an electrology apprenticeship program failing to submit records required by this  
6 Chapter:

7           (1)      1st offense      \$200.00

8           (2)      2nd offense      \$350.00

9           (3)      3rd offense      \$500.00

10 (j) The presumptive civil penalty for an electrology apprenticeship program allowing an individual to instruct without  
11 an instructor authorization:

12           (1)      1st offense      \$200.00

13           (2)      2nd offense      \$300.00

14           (3)      3rd offense      \$500.00

15 (k) The presumptive civil penalty for an individual instructing without authorization from the Board at an electrology  
16 apprenticeship program:

17           (1)      1st offense      \$200.00

18           (2)      2nd offense      \$300.00

19           (3)      3rd offense      \$500.00

20 (l) The presumptive civil penalty for an individual failing to submit the required notification set forth in 21 NCAC  
21 06Z .0106(c):

22           (1)      1st offense      \$50.00

23           (2)      2nd offense      \$100.00

24           (3)      3rd offense      \$200.00

25

26 *Authority G.S. 86B-10; 86B-65*

1 21 NCAC 06O .0202 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06O .0202 UNLICENSED PRACTICE**

4 The presumptive civil penalty for an individual engaging in the practice of electrology or laser, light source, or pulsed-  
5 light treatments without a license: \$5,000.

6

7 *Authority Authority G.S. 86B-10; 86B-52*



1 21 NCAC 06O .0203 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06O .0203 SCHOOLS**

4 (a) The presumptive civil penalty for operating a school of electrology or laser, light source, or pulsed-light treatments  
5 without certification pursuant to G.S. 86B-67:

6 (1) 1st offense \$300.00

7 (2) 2nd offense \$400.00

8 (3) 3rd offense \$500.00

9 (b) The presumptive civil penalty for a school of electrology or laser, light source, or pulsed-light treatments failing  
10 to maintain records required by this Chapter:

11 (1) 1st offense \$200.00

12 (2) 2nd offense \$250.00

13 (3) 3rd offense \$500.00

14 (c) The presumptive civil penalty for a school of electrology or laser, light source, or pulsed-light treatments falsifying  
15 records required by this Chapter: \$500.00.

16 (d) The presumptive civil penalty for a school of electrology or laser, light source, or pulsed-light treatments failing  
17 to submit records required by this Chapter:

18 (1) 1st offense \$200.00

19 (2) 2nd offense \$350.00

20 (3) 3rd offense \$500.00

21 (e) The presumptive civil penalty for a school of electrology or laser, light source, or pulsed-light treatments failing  
22 to comply with the facility requirements as set forth in 21 NCAC 06X .0106 and .0107:

23 (1) 1st offense \$250.00

24 (2) 2nd offense \$400.00

25 (3) 3rd offense \$500.00

26 (f) The presumptive civil penalty for a school of electrology or laser, light source, or pulsed-light treatments failing  
27 to comply with the student-instructor ratio set forth in 21 NCAC 06X .0110:

28 (1) 1st offense \$250.00

29 (2) 2nd offense \$400.00

30 (3) 3rd offense \$500.00

31

32 *Authority G.S. 86B-10; 86B-67; 86B-68*

1 21 NCAC 06U .0101 is proposed for amendment under temporary procedures as follows:

2

3 **21 NCAC 06U .0101 FEES**

4 (a) The following fees are payable to the Board for licensure as an electrologist:

5	(1)	Application for licensure	\$150.00
6	(2)	Initial licensure	\$125.00
7	(3)	Renewal of licensure	\$125.00

8 (b) The following fees are payable to the Board for licensure as a laser hair practitioner:

9	(1)	Application for licensure	\$125.00
10	(2)	Initial licensure	\$125.00
11	(3)	Renewal of licensure	\$150.00

12 (c) The following fees are payable to the Board for certification as an instructor:

13	(1)	Application for Electrology instructor	\$150.00
14	(2)	Renewal of Electrology instructor	\$125.00
15	(3)	Application for laser hair practitioner instructor	\$150.00
16	(4)	Renewal of laser hair practitioner instructor	\$125.00

17 (d) The following fees are payable to the Board for certification as a Board approved school:

18	(1)	IN STATE SCHOOL	
19	(A)	Application for certification as an Electrology school	\$250.00
20	(B)	Renewal of certification as an Electrology school	\$150.00
21	(C)	Application for certification as a laser, light source,	
22		or pulse light treatment school	\$250.00
23	(D)	Renewal of certification for a laser, light source,	
24		or pulse light treatment school	\$150.00
25	(2)	OUT-OF-STATE SCHOOL	
26	(A)	Application for certification as an Electrology school	\$400.00
27	(B)	Initial certification as an Electrology school	\$100.00
28	(C)	Renewal of certification for an Electrology school	\$100.00
29	(D)	Application for certification as a laser, light source,	
30		or pulse light treatment school	\$350.00
31	(E)	Initial certification as a laser, light source,	
32		or pulse light treatment school	\$75.00
33	(F)	Renewal of certification as a laser, light source,	
34		or pulse light treatment school	\$100.00

35 (e) The following other fees are payable to the Board:

36	(1)	Electrologist Examination or reexamination	<del>\$125.00</del> <u>\$150.00</u>
37	(2)	Office inspection or re-inspection	

1	(A)	Electrologist – per licensee, for each office site	\$100.00
2	(B)	Laser Hair Practitioner – per licensee, for each office site	\$100.00
3	(C)	<u>Electrology apprenticeship program facility</u>	<u>\$100.00</u>
4	(3)	License by reciprocity	\$125.00
5	(4)	Late renewal charge	\$50.00
6	(5)	Reinstatement of expired license	\$250.00
7	(6)	Reinstatement of instructor licensure	\$250.00
8	(7)	Reactivation of license	\$150.00
9	(8)	Reactivation of instructor licensure	\$150.00
10	(9)	Duplicate license	\$25.00

11 (f) All fees shall be paid only by ~~check~~ check, cashier check, official check, teller check, or money order, made  
12 payable to "~~The North~~ North Carolina Board of Barber and Electrolysis Examiners."

13 (g) Renewal fees required for Subparagraphs (a)(3), (b)(3), (c)(2), (c)(4), (e)(2), and (e)(9) of this Rule shall be waived  
14 for licensees under this Chapter ~~that~~ who are exempt from renewal fees under G.S. 93B-15.

15

16 *Authority G.S. 86B-65; 86B-70; 93B-15*

1 21 NCAC 06U .0106 is proposed for adoption as under temporary procedures follows:

2

3 **21 NCAC 06U .0106 STUDENT PERMIT FOR ELECTROLOGY APPRENTICESHIP PROGRAM**

4 (a) The application for a student permit shall be filed for permission to enroll in an electrology apprenticeship program.

5 The application requires the following:

6 (1) the name, address, social security number, and birth date of the applicant;

7 (2) the name, address, email address, and website address of the electrology business where the  
8 apprenticeship program will occur;

9 (3) the name and license number of the electrologist under whom the applicant will study;

10 (4) the name of the owner of the electrology business where the apprenticeship program will occur, if  
11 the owner is different from the person listed in Subparagraph (3) of this Paragraph; and

12 (5) the date when the apprenticeship program will begin.

13 (b) The application shall be submitted to the Board at the address in 21 NCAC 06A .0102.

14

15 *Authority G.S. 86B-65; 93B-14*

1 21 NCAC 06U .0107 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06U .0107 MONTHLY REPORTS FOR ELECTROLOGY APPRENTICESHIP PROGRAM**

4 (a) The monthly report for an electrology apprenticeship program is a Board-prescribed form that shall be filed by  
5 the program instructor or facility owner. The form shall be available at the website addresses listed in 21 NCAC 06A  
6 .0102.

7 (b) The monthly report shall include the following information:

8 (1) the name of the electrology apprenticeship program;

9 (2) the name of the student;

10 (3) the month and year for which the report is filed; and

11 (4) the dates and number of hours of the student's attendance, with the hours broken down by the topics  
12 in the curriculum set forth in 21 NCAC 06Z .0102.

13 (c) The monthly report shall be signed by the instructor, who shall attest that the contents of the report are accurate.

14

15 *Authority G.S. 86B-65*

1 21 NCAC 06U .0108 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06U .0108 APPLICATION FOR INSTRUCTOR IN ELECTROLOGY APPRENTICESHIP**  
4 **PROGRAM**

5 (a) An application shall be filed by an individual who seeks Board authorization as an instructor in an electrology  
6 apprenticeship program. The application requires the following:

7 (1) the name, address, and birth date of the applicant;

8 (2) the current electrology license number; and

9 (3) Evidence of completing the Board-approved continuing education as set forth in G.S. 86B-65(d)(3).

10 This continuing education shall be separate from continuing education received for other licenses  
11 issued by the Board.

12 (b) The form shall include the applicant's attestation that the information in the form is correct.

13

14 *Authority G.S. 86B-65*

1 21 NCAC 06U .0109 is proposed for adoption under temporary procedures as follows:

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3 **21 NCAC 06U .0109 POST-APPRENTICESHIP APPLICATION FOR LICENSURE**

4 (a) The post-apprenticeship application for licensure shall be filed by an individual who has completed an  
5 electrology apprenticeship program as set forth in S.L. 2022-72, s. 2, and this Section. The application requires the  
6 following information:

7 (1) the name, address, social security number, and birthdate of the applicant;

8 (2) the name and address of the electrology apprenticeship program;

9 (3) the name of the instructor of the electrology apprenticeship program;

10 (4) the names and addresses of the two electrologist offices where the applicant visited, as well as the  
11 dates when the visits occurred, as required by S.L. 2022-72, s. 2;

12 (5) a passport-acceptable photograph taken within the past two years; and

13 (6) proof of age as evidenced by a copy of a current:

14 (A) driver license or identification card issued by a state or territory in the United States;

15 (B) United States passport or passport card;

16 (C) United States permanent resident card;

17 (D) United States employment authorization document card;

18 (E) birth certificate issued by a state, county, municipal authority, or outlying territory of the  
19 United States;

20 (F) consular report of birth abroad, certification of birth abroad issued by the United States  
21 Department of State, or certification of report of birth issued by the United States  
22 Department of State; or

23 (G) Native American tribal document.

24 (b) The fee in Rule .0101 of this Section shall be submitted with the application.

25 (c) The application form shall include the applicant's attestation that the information in the form is correct.

26  
27 *Authority G.S. 86B-65; 93B-14*

1 21 NCAC 06U .0110 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06U .0110 APPLICATION FOR APPROVAL AS AN ELECTROLOGY APPRENTICESHIP**  
4 **PROGRAM**

5 (a) An application shall be filed by a facility that wishes to offer an electrology apprenticeship program. The  
6 application requires the following:

7 (1) the name and address of the business;

8 (2) the names, addresses, and authorization numbers of the instructors for the electrology apprenticeship  
9 program;

10 (3) the names and addresses of the owners of the electrology apprenticeship program, if different from  
11 the information provided under Subparagraph (2) of this Paragraph;

12 (4) the business hours;

13 (5) the physical dimension of the training area;

14 (6) the number of treatment tables; and

15 (7) the date the business will be ready for inspection.

16 (b) The fee required by Rule .0101 of this Section shall accompany the application.

17 (c) The application shall include the applicant's attestation that the information in the form is correct.

18

19 *Authority G.S. 86B-65*



1 21 NCAC 06Z .0101 is proposed for adoption under temporary procedures as follows:  
2

3 **SUBCHAPTER 06Z – ELECTROLOGY APPRENTICESHIP PROGRAM**  
4

5 **21 NCAC 06Z .0101 ENROLLMENT REQUIREMENTS AND STUDENT PERMITS**

6 (a) An electrology apprenticeship program shall not accept tuition from or enroll a student unless the student has  
7 submitted the application for a student permit required by 21 NCAC 06U .0106 and been issued a student permit by  
8 the Board.

9 (b) The student permit shall only be valid for a specific electrology apprenticeship program and cannot be used in  
10 another location.

11 (c) A new application for a student permit shall be filed with the Board for a student who drops out of the program  
12 and later re-enrolls.

13 (d) Before accepting tuition or enrolling a student, the apprenticeship program shall notify a student applicant of the  
14 minimum qualifications for licensure as an electrologist as set forth in G.S. 86B-53, including the minimum-age  
15 requirement. The apprenticeship program shall have the applicant sign and date the notice indicating that the applicant  
16 has been informed of the qualifications. The apprenticeship program shall retain the signed and dated notice for at  
17 least one year after the student terminates from the program.

18  
19 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0102 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0102 CURRICULUM**

4 (a) The curriculum for an electrology apprenticeship program shall consist of 625 hours of technical instruction and  
5 practical training as set below:

	<u>Hours</u>
<u>Electrology Fundamentals I</u>	
<u>Clinical techniques</u>	50
<u>Infectious agents and sterilization</u>	24
<u>Histology of the cell and skin</u>	24
<u>Histology of the hair</u>	24
<u>Modalities: galvanic, thermolysis, blend, and epilators</u>	44
<u>Electrology Fundamentals II</u>	
<u>Endocrine system</u>	20
<u>Disease and disorders of the skin</u>	24
<u>Electricity</u>	10
<u>Anatomy and physiology</u>	20
<u>Business procedures and regulations</u>	10
<u>Onsite Practical Training</u>	
<u>General orientation</u>	
<u>Rules of the program</u>	1
<u>Personal hygiene and dress</u>	1
<u>Professional ethics and office rules</u>	1
<u>Laws governing electrolysis</u>	1
<u>Pathology</u>	
<u>Sanitation, sterilization, and disinfection</u>	2
<u>State regulations on pathogen control</u>	1
<u>Variables</u>	
<u>Probes</u>	1
<u>Intensity</u>	2
<u>Timing</u>	2
<u>Depth of insertion</u>	5
<u>Angle of insertion</u>	15
<u>General Treatment Procedures</u>	
<u>Consultations</u>	5
<u>Positioning and draping of the client while working</u>	2
<u>Observation of modalities</u>	

37

1	<u>Electrolysis (DC – galvanic)</u>	<u>5</u>
2	<u>Thermolysis (SW – shortwave)</u>	<u>15</u>
3	<u>Blend (combination of galvanic and shortwave)</u>	<u>10</u>
4	<u>Hands-on experience with modalities</u>	
5	<u>Electrolysis (DC – galvanic)</u>	<u>25</u>
6	<u>Thermolysis (SW – shortwave)</u>	<u>200</u>
7	<u>Blend (combination of galvanic and shortwave)</u>	<u>75</u>
8	<u>Equipment maintenance and upkeep</u>	<u>1</u>
9	<u>Development of practice: public relations and advertisement, office procedure and management,</u>	
10	<u>financial recordkeeping, customer service, and office upkeep</u>	<u>5</u>
11		<u>Total Hours 625</u>

12 (b) The student shall complete Electrology Fundamentals I before beginning other parts of the curriculum. The student  
13 shall not begin Onsite Practical Training before Electrology Fundamentals II, although the student may do Onsite  
14 Practical Training at the same time as Electrology Fundamentals II.

15 (c) The student shall complete Electrology Fundamentals I within a 25-week time frame. The student shall complete  
16 both Electrology Fundamentals II and Onsite Practical Training within a 52-week time frame.

17 (d) The electrology apprenticeship program may offer Electrology Fundamentals I and Electrology Fundamentals II  
18 online. The program shall only offer Onsite Practical Training, as described in Paragraph (a) of this Rule, in person.

19 (e) The electrology apprenticeship program shall administer exams for each topic under Electrology Fundamentals I  
20 and Electrology Fundamentals II, as set forth in Paragraph (a) of this Rule, to determine whether a student has an  
21 understanding of the material that is satisfactory to the program.

22 (f) The electrology apprenticeship program shall use the following textbooks:

23 (1) “Milady’s Hair Removal Techniques: A Comprehensive Manual”; and

24 (2) “Milady’s Standard Esthetics.”

25

26 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0103 is proposed for adoption under temporary procedures as follows:

2  
3 **21 NCAC 06Z .0103 FACILITY REQUIREMENTS**

4 (a) A North Carolina electrology facility that offers an electrology apprenticeship program shall have the following  
5 equipment onsite:

- 6 (1) A high frequency or thermolysis (short wave) machine;
- 7 (2) A galvanic/thermolysis (blend) machine;
- 8 (3) A 13.5 MHz epilator;
- 9 (4) A 27 MHz epilator;
- 10 (5) A treatment table;
- 11 (6) Two stools or adjustable chairs for each treatment table;
- 12 (7) A supply cabinet for each treatment table;
- 13 (8) Six dozen epilation forceps (tweezers) that meet the requirements set forth in 21 NCAC 06V  
14 .0105(c)(2);
- 15 (9) At least one holding tank for epilation forceps (tweezers) at each electrology station;
- 16 (10) A sharps container for each electrology station;
- 17 (11) At least one FDA-approved dry heat sterilizer or autoclave;
- 18 (12) At least one ultrasonic cleaner;
- 19 (13) Illumination and magnification equipment to aid with electrology services;
- 20 (14) A sink with running hot and cold water within the office or suite where the electrology  
21 apprenticeship program is located and not shared with other businesses;
- 22 (15) Toilet facilities on the same floor as the practical training area;
- 23 (16) An electronic or punch-card time clock to record student hours.

24 (b) With the exception of service dogs, no animals shall be permitted in an electrology facility.

25 (c) All bottles and containers that contain electrology equipment and supplies shall have labels that indicate the  
26 contents.

27 (d) All electrology personnel and students shall wear the following during training and services:

- 28 (1) Scrubs, lab coats, or medical-grade clothing;
- 29 (2) Soft-soled shoes;
- 30 (3) Surgical or N95 masks; and
- 31 (4) Latex or nitrile gloves.

32 (e) The electrology facility shall comply with the infection-control rules in 21 NCAC 06V and post them in a  
33 conspicuous place. For the purposes of this Rule, "conspicuous place" means a place easily seen by the individuals  
34 receiving electrology services.

35  
36 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0104 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0104 STUDENT HOURS AND PERMITS**

4 (a) No practical training shall occur unless the student permit required by Rule .0101 of this Section is displayed at  
5 the electrology station.

6 (b) Students shall not earn hours in Onsite Practical Training, as described in Rule .0102 of this Section, unless an  
7 instructor is present. This instructor must be authorized under G.S. 86B-65.

8 (c) The school shall track student hours:

9 (1) by having the students record their start and end time with the time clock required by Rule  
10 .0103(a)(16) of this Section; or

11 (2) for online classes, by having software track the student's online attendance.

12 (d) The electrology apprenticeship program shall not credit hours except as reflected in time-clock or online-  
13 tracking records as provided in Paragraph (c) of this Rule.

14 (e) The electrology apprenticeship program shall maintain time-clock records during the student's enrollment and at  
15 least one year after the student drops, transfers, or completes the program.

16 (f) For each electrology student, the instructor shall submit the monthly report as set forth in 21 NCAC 06U .0107  
17 to the Board at the address listed in 21 NCAC 06A .0102 by the 15th day of each month. The monthly report shall  
18 include the hours accrued for the previous month.

19

20 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0105 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0105 PROGRAM HANDBOOKS AND ENROLLMENT AGREEMENTS**

4 (a) Every electrology apprenticeship program shall provide a program handbook to its students upon enrollment.

5 The program handbook shall contain the following information:

6 (1) Enrollment agreement;

7 (2) Schedule of fees, including any monetary penalties;

8 (3) Reimbursement policies;

9 (4) School rules and requirements;

10 (5) Tardiness and absenteeism policies;

11 (6) A copy of the curriculum as set forth in Rule .0102 of this Section;

12 (7) An explanation of how the curriculum content will be delivered, such as through online modules;

13 and

14 (8) The grading system for the curriculum.

15 (b) The electrology apprenticeship program shall submit a copy of the program handbook to the Board at the  
16 address listed in 21 NCAC 06A .0102 before enrolling students. An updated copy of the handbook shall be  
17 submitted to the Board within 30 days of any amendment or revision.

18

19 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0106 is proposed for adoption under temporary procedures as follows:  
2

3 **21 NCAC 06Z .0106 INSTRUCTORS IN AN ELECTROLOGY APPRENTICESHIP PROGRAM**

4 (a) The Board shall issue an authorization to an instructor in an electrology program if he or she:

5 (1) meets the requirements in G.S. 86B-65, and 21 NCAC 06U .0108; and

6 (2) makes a score of at least 85 on the written exam.

7 (b) The authorization in Paragraph (a) of this Rule shall only apply to a specific electrology apprenticeship program  
8 and cannot be transferred to another program.

9 (c) An instructor in an electrology apprenticeship program shall notify the Board in writing at the address in 21  
10 NCAC 06A .0102 if he or she is no longer working as an instructor in the electrology apprenticeship program. The  
11 instructor shall submit this notification within 15 days of the end of his or her work as an instructor in the program.

12 (d) The Board shall revoke the authorization in Paragraph (a) for the following reasons:

13 (1) falsification of documents related to the electrology apprenticeship program;

14 (2) failure to maintain an electrology license;

15 (3) failure to provide oversight required by Board statute and rule to students enrolled in an  
16 electrology apprenticeship program; or

17 (4) termination of the electrology apprenticeship program.  
18

19 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0107 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0107 TRANSFERS**

4 Students attending electrology apprenticeship programs in North Carolina may transfer to another program and  
5 receive credit for attendance at each of the programs where the student was enrolled.

6

7 *Authority G.S. 86B-65*



1 21 NCAC 06Z .0108 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0108 PROGRAM COMPLETION**

4 (a) Within 15 days of a student completing an electrology apprenticeship program, the instructor shall submit the  
5 report set forth in 21 NCAC 06U .0107, notwithstanding the requirement in Rule .0104(e) of this Section to submit  
6 the report by the 15th day of the following month.

7 (b) The report in Paragraph (a) shall be accompanied by a sworn statement that the hours reported are accurate and  
8 that the student has completed the requirements of the curriculum set forth in Rule .0102 of this Section.

9 (c) The documentation required by this Rule shall be submitted to the Board at the address listed in 21 NCAC 06A  
10 .0102.

11

12 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0109 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0109 POST-APPRENTICESHIP ELECTROLOGY LICENSE**

4 An individual who attended an electrology apprenticeship program and wishes to be licensed shall:

5 (1) submit the post-apprenticeship application as set forth in 21 NCAC 06U .0109 to the Board at the  
6 address listed in 21 NCAC 06A .0102; and

7 (2) make a score of at least 70 on the clinical examination.

8

9 *Authority G.S. 86B-65*

1 21 NCAC 06Z .0110 is proposed for adoption under temporary procedures as follows:

2

3 **21 NCAC 06Z .0110 APPROVAL AS AN ELECTROLOGY APPRENTICESHIP PROGRAM**

4 (a) To receive approval as an electrology apprenticeship program, a business must:

5 (1) submit the application as set forth in 21 NCAC 06N .0110;

6 (2) pass a facility inspection that assesses whether the program complies with requirements set forth in  
7 Rule .0103 of this Section; and

8 (3) employ an instructor for an electrology apprenticeship program who is approved under Rule .0106  
9 of this Section.

10 (b) Within five business days of determining that an electrology apprenticeship program meets the requirements in  
11 Paragraph (a) of this Rule, the Board shall issue an approval to the program.

12 (c) No electrology apprenticeship program shall operate without first receiving the approval in Paragraph (b) of this  
13 Rule.

14 (d) If a business is not ready for the facility inspection on a scheduled date, the owner or instructor shall notify the  
15 Board at the address listed in 21 NCAC 06A .0102 at least one business day before the scheduled inspection. The  
16 business shall forfeit the inspection fee if it fails to provide timely notice to the Board.

17 (e) The Board shall terminate approval of an electrology apprenticeship program for the following reasons:

18 (1) the program no longer has an instructor;

19 (2) after receiving a written warning, the facility fails to comply with the requirements in Rule .0103  
20 of this Section;

21 (3) the Board determines that the program has falsified documents related to the program, and  
22 revocation of the instructor authorization as set forth in Rule .0106(d) of this Section will not  
23 prevent further falsification of documents; or

24 (4) the Board determines that the program has failed to provide the oversight required by Board  
25 statute and rule to students enrolled in the program, and revocation of the instructor authorization  
26 as set forth in Rule .0106(d) of this Section will not prevent further failures.

27

28 *Authority G.S. 86B-65*



# NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

## Memo

TO: Board members and anticipated board appointees

FROM: Dennis Seavers

DATE: April 11, 2023

**SUBJECT: Committee for approval of CEUs**

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As discussed in agenda item 6 for the April 18, 2023 board meeting, electrologists and laser hair practitioners must submit evidence of approved continuing education units (CEUs) to renew their licenses. The memo for agenda item 6 also discussed some of the criteria for approval of CEUs.

The board may wish to have a committee that reviews submissions and makes recommendations to the full board. A committee can:

- Include board members and other experts whose knowledge and experience will be beneficial when assessing the material;
- Reduce time at regular board meetings by doing much of the vetting and resolving issues up front; and
- Improve the experience for requestors by increasing the likelihood that issues are resolved before the board meeting.

The committee should consist primarily or entirely of electrologists (who can include laser hair practitioners). It would be advisable to have a knowledgeable physician on the committee, especially though not exclusively for the courses for laser hair practice. In the past, the physician board member fulfilled this role.