


 <p>NH Department of Health & Human Services Division for Children, Youth & Families</p>	DCYF Standard Operating Procedure 2403.1 SHAVING PROTOCOLS	
	Policy Directive: 24-01 Effective Date: March 2024 Implements Policy: 2403	Approved by:  Jeff Fleischer, DCYF Director

This SOP defines how staff facilitate and monitor youths using razors and shaving.

Procedure

The following information is to support the implementation of the above referenced policy. This document shall not preclude staff from using their professional judgement based on individual circumstances, consistent with the requirements of the policy.

- I. Shaving is conducted during the timeframes outlined in the youth activity schedule, and will be monitored by staff who have been identified and trained on proper procedure.
- II. Shaving occurs in the unit bathroom(s) and is monitored by staff identified by the Facility Director.
 - A. Youth are permitted to shave their face, underarms, and legs.
 - 1. Youth shaving their underarms and legs are monitored by staff of the same biological sex.
 - 2. Youth shaving their legs are required to wear shorts.
 - B. The bathroom door remains open when youth are shaving to ensure a clear line of sight for visual monitoring.
- III. When monitoring youth shaving, staff will:
 - A. Allow one youth in a single bathroom at a time;
 - B. Ensure the razor is intact, including the clear plastic cover, before providing it to the youth;
 - 1. If staff need to step away from monitoring a youth using a razor, staff will collect the razor from the youth, deposit the razor in the sharps container, and issue a new razor to the youth upon their return;
 - C. Collect the razor and the clear protective cover after use and confirm the razor has not been tampered with, and;
 - D. Deposit the used razor in the sharps container located in the staff office; and
 - E. Document in the green log book:
 - 1. The name of the youth who used a razor to shave, including
 - 2. The name of the staff who monitored the youth; and

3. The staff's confirmation of proper disposal of the razor in the designated sharps container.

Glossary and Document Specific Definitions

[A - B](#)

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