

SCHEME OF WORK APPLICATION FORM

For each ITEC qualification, the lecturer/centre must complete Scheme of Work for each unit indicating how the lecturer is planning to cover the ITEC syllabus throughout the course.

Set out the planned sessions in terms of *Learning Outcomes* to be achieved. These should match those stated within the ITEC syllabus for each unit. Include all units of each course offered. Hours should meet the minimum guided learning hours listed within the syllabus.

Unit Title: Unit 811 - Design and Apply Mendhi Skin Decoration

Lecturer(s) responsible:

Total contact tuition hours proposed: 34

Learning Outcomes	Lecture Content	Suggested Resources	Approx Hours
Introductory session	College rules and regulations College mission statement ITEC rules and regulations Health & Safety Timetable Dates – holidays etc. Syllabus Recommended books Uniform	Lecture Q&A Using all the documents listed to ensure the students understand the college expectations and their commitment to the course	
1. Be able to prepare for Mendhi skin decoration			
Prepare themselves, client and work area for facial skincare treatment	<ul style="list-style-type: none"> • Preparation of working area • Equipment • Products • Work wear • Personal appearance and behaviour • Hygiene e.g. sterilising/sanitising tools and equipment • Procedures used to prepare client for treatment • Client care and modesty 	OHP/Whiteboard Lecture Q&A Homework Test:	10
Use suitable consultation techniques to identify design objectives	<p>An example of a consultation form can be downloaded from www.itecworld.co.uk</p> <ul style="list-style-type: none"> • Consulting in a suitable area • Positive body language • Positioning of the client • Good communication skills (asking open and/or closed questions where appropriate) • Professionalism • Contraindications and contra-actions • Mendhi skin decoration design plan • Products used • Consent • Confidentiality • Client's signature 		
Carry out a skin sensitivity test, if required	<ul style="list-style-type: none"> • Type of test conducted • Date and time when patch test was conducted (must be 24 – 48 hours prior to treatment) • Manufacturers' recommendations • All products tested • Area where tests conducted • Skin reaction: positive or negative • Disclaimer form • Client's signature on disclaimer form 		

Provide clear recommendations to the client	<ul style="list-style-type: none"> • The outcome of the skin analysis, relevant tests and Mendhi skin decoration design plan • Occupation • Lifestyle • Current regime • Treatment maintenance 		
Select products, tools and equipment to suit design objectives	<ul style="list-style-type: none"> • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Gloves • Spatulas • Bowls • Mirror • Henna cones • Applicator bottle • Scissors • Sterilising solution • UV cabinet • Autoclave • Hot bead steriliser • Chemical immersion equipment • Waste disposal • Products for the following treatments: • Mendhi skin decoration 		
State the environmental conditions suitable for Mendhi skin decoration	<ul style="list-style-type: none"> • Lighting • Heating • Ventilation • Noise levels • Available space • Music • General hygiene • Waste disposal • Décor • Equipment e.g. workstation/trolley • Privacy • Reception areas • General use/treatment areas 		
Describe different consultation techniques used to identify treatment objectives	<ul style="list-style-type: none"> • Positive body language • Positioning of themselves and client (no barriers) • Good communication skills (asking open and/or closed questions where appropriate) • Verbal and non-verbal communication 		
Explain the importance of carrying out skin sensitivity tests	<ul style="list-style-type: none"> • Type of tests conducted • Date and time when patch test was conducted (must be 24–48 hours prior to treatment) • Manufacturers' recommendations • All products tested • Area where test conducted • Skin reaction: positive or negative • Disclaimer form • Client's consent and signature on disclaimer form • Adhere to Code of Practice • Establish treatment suitability • Establish possible contra-actions 		
Describe how to select products, tools and equipment to suit the design objectives	<ul style="list-style-type: none"> • The importance of selecting the correct products, tools and equipment based upon client consultation, relevant tests and design objectives • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Gloves • Spatulas • Bowls • Mirror • Henna cones • Applicator bottle • Scissors • Fine nylon strainer • Sterilising solution • UV cabinet • Autoclave • Hot bead steriliser • Chemical immersion equipment • Waste disposal • Pre-filtered 		

<p>Identify the different types of products and techniques available for Mendhi skin decoration</p> <p>State the advantages and disadvantages of different types of Mendhi design products</p> <p>Describe the contraindications which prevent or restrict Mendhi skin decoration</p>	<p>Henna powder • Lemon juice • Sugar • Essential oils i.e. Eucalyptus, Tea Tree, Lavender • Water • Tea • Pre-prepared Henna paste</p> <p>• Mendhi skin decoration techniques • The methods, hygiene and safety precautions, effects and benefits of all treatment techniques used to meet the design objectives</p> <p>• Henna cones • Applicator bottle i.e. jacquard bottle • Henna powder • Lemon juice • Sugar • Essential oils i.e. Eucalyptus, Lavender, Tea Tree • Tea • Water • Pre-prepared Henna paste • Freehand • Transfers • Body pencils • Stencils</p> <p>Contraindications requiring medical permission – in circumstances where medical permission cannot be obtained clients must sign an informed consent form stating that the treatment and its effects have been fully explained to them and confirm that they are willing to proceed without permission from their GP:</p> <p>• Medical oedema • Nervous/Psychotic conditions • Epilepsy • Recent surgery affecting the area • Diabetes • Skin cancer • Undiagnosed pain • When taking prescribed medication</p> <p>Contraindications that restrict treatment:</p> <p>• Fever • Contagious or infectious diseases • Under the influence of recreational drugs or alcohol • Diarrhoea and vomiting • Any known allergies • Eczema • Undiagnosed lumps and bumps • Localised swelling • Inflammation • Cuts • Bruises • Abrasions • Scar tissue (2 years for major operations and 6 months for a small scar) • Sunburn • Hormonal implants • Urticaria • Recent fractures (minimum 3 months) • Sinusitis • Neuralgia • Migraine/Headache • Hypersensitive skin • Botox/ dermal fillers (1 week following treatment) • Hyperkeratosis • Skin allergies • Trapped/pinched nerve affecting the treatment area • Positive reaction to patch test(s) • Thin and/or fragile skin • Steroid based medication</p>		
2. Be able to provide Mendhi skin decoration			

Communicate and behave in a professional manner	<ul style="list-style-type: none"> • Explanation of treatment • Benefits, limitations and co-operation required • Client care, modesty and support • Communication • Correct posture, hygiene and a professional approach to the client throughout treatment 	OHP/Whiteboard Lecture Q&A Handout Homework Test:	24
Follow health and safety working practices	<ul style="list-style-type: none"> • Fire Precautions Act • Health & Safety at Work Act • Health and Safety (First Aid) Regulations • The Management of Health & Safety at Work Regulations • The Workplace (Health, Safety & Welfare) Regulations • The Manual Handling Operations Regulations • The Personal Protective Equipment at Work Regulations • The Provision and Use of Work Equipment Regulations • The Control of Substances Hazardous to Health Regulations (COSHH) • The Electricity at Work Regulations • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) • Disability Discrimination Act • Data Protection Act • Adhere to all product safety precautions and manufacturers' instructions • Legislation which relates to the work being carried out, the environment and the client with whom the therapist is working 		
Position themselves and client correctly throughout the Mendhi skin decoration	<ul style="list-style-type: none"> • Ensuring the client is comfortable and correctly supported • Mendhi skin decoration artist maintaining correct working posture throughout treatment • Mendhi skin decoration artist self-care 		
Use suitable Mendhi skin decoration products, tools, equipment and techniques to suit client needs	<p>Equipment</p> <ul style="list-style-type: none"> • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Gloves • Spatulas • Bowls • Mirror • Henna cones • Applicator bottle • Scissors • Fine nylon strainer • Sterilising solution • UV cabinet • Autoclave • Hot bead steriliser • Chemical immersion equipment • Waste disposal <p>Products</p> <ul style="list-style-type: none"> • Skin cleansing products • Pre-filtered Henna powder • Lemon juice • Sugar • Essential oils i.e. Eucalyptus, Tea Tree, Lavender • Water • Tea • Pre-prepared Henna paste <p>Techniques used for the following treatments: Mendhi skin decoration</p> <ul style="list-style-type: none"> • Freehand • Transfers • Body pencils • Stencils 		

Complete the Mendhi design to the satisfaction of the client	<ul style="list-style-type: none"> • Conclusion of treatment in appropriate manner to meet client's needs, manufacturers' instructions and Mendhi skin decoration design plan • Check treatment results with client 		
Record the results of the design	<ul style="list-style-type: none"> • Client response to treatment and feedback • Note benefits of the treatment and suitability of design • Product advice • Home care advice • Store records demonstrating knowledge of confidentiality requirements 		
Provide suitable aftercare advice	<ul style="list-style-type: none"> • Recommendations for immediate aftercare • Treatment maintenance • For the next 12-24 hours advise the following – ▪ Allow Mendhi skin decoration design to dry ▪ Allow Mendhi skin decoration design to remain on skin as long as possible before removing (approximately 2 hours) ▪ Remove Mendhi skin decoration gently with warm water ▪ Avoid touching the skin excessively ▪ Wash or shower in lukewarm water only after a minimum of 12 hours ▪ Do not go swimming ▪ Do not have heat treatments ▪ Do not use exfoliants or moisturisers • Recommended products for home care • Lifestyle • Recommendation of further Mendhi treatments 		
State how to communicate and behave in a professional manner	<ul style="list-style-type: none"> • Consultation • Treatment explanation • Client care • Hygiene • Good communication skills 		
Describe health and safety working practices	<ul style="list-style-type: none"> • Fire Precautions Act • Health & Safety at Work Act • Health and Safety (First Aid) Regulations • The Management of Health & Safety at Work Regulations • The Workplace (Health, Safety & Welfare) Regulations • The Manual Handling Operations Regulations • The Personal Protective Equipment at Work Regulations • The Provision and Use of Work Equipment Regulations • The Control of Substances Hazardous to Health Regulations (COSHH) • The Electricity at Work Regulations • Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) • Disability Discrimination Act • Data Protection Act 		
State the importance of positioning themselves and the client correctly	<ul style="list-style-type: none"> • Ensuring the client is comfortable and correctly supported • Mendhi skin decoration artist maintaining correct posture throughout 		

throughout the Mendhi skin decoration	treatment		
State the importance of using Mendhi products, tools, equipment and techniques to suit client treatment needs	<ul style="list-style-type: none"> • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable slippers • Disinfecting fluid • Magnifying lamp • Steamer • Hot towels/cabinet • Brush cleanse equipment • Paraffin wax heater • Infra-red lamp • Tissues • Cotton wool • Sponges • Gloves • Spatulas • Bowls • Mask brushes • Gauze • Mirror • Sterilising solution • UV cabinet • Autoclave • Hot bead steriliser • Chemical immersion equipment • Waste disposal <p>Products and techniques used for the following treatments: • Mendhi skin decoration application • Freehand • Transfers • Body pencils • Stencils</p>		
State the contra-actions that may occur during and following treatments and how to respond	<ul style="list-style-type: none"> • Adverse skin reaction • Excessive erythema • Skin irritation • Itching • Immediate removal of products • Application of cool compress • Referral procedures 		
State the importance of completing the Mendhi skin design to the satisfaction of the client	<ul style="list-style-type: none"> • Concluding the treatment in appropriate manner to meet client needs, manufacturers' instructions and Mendhi skin decoration design plan • Check treatment results with client 		
State the importance of recording the Mendhi design plan	<ul style="list-style-type: none"> • Maintaining records • Mendhi design plan – diagrams and photographs • Aftercare • Home care • Product advice • Compliance with Data Protection 		
State the aftercare advice that should be provided	<ul style="list-style-type: none"> • Recommendations for immediate aftercare • For the next 12-24 hours advise the following – • Allow Mendhi skin decoration design to dry • Allow Mendhi skin decoration design to remain on skin as long as possible before removing (approximately 2 hours) • Remove Mendhi skin decoration gently with warm water • Avoid touching the skin excessively • Wash or shower in lukewarm water only after a minimum of 12 hours • Do not go swimming • Do not have heat treatments • Do not use exfoliants or moisturisers • Recommended products for home care • Lifestyle • Recommendation of further salon treatments 		
Describe skin types, conditions, diseases and disorders	<p>Skin types: • White • Black • Asian type skin • Mixed • Dry • Oily • Combination</p> <p>Skin conditions/characteristics: • Mature</p>		

	<p>skin • Young skin • Sensitive • Dehydrated • Lack of elasticity • Lack of muscle tone • Blemishes • Age • Open pores • Pustules • Papules • Scarring • Thin skin • Small moles</p> <p>Diseases/disorders: General: • Broken capillaries • Crow's feet • UV damage • Urticaria • Allergic reaction • Comedones • Milia • Hyperkeratosis • Keloids • Ingrowing hairs • Psuedo folliculitis Infestations: • Scabies • Pediculosis Congenital: • Atopic eczema • Atopic dermatitis • Psoriasis Bacterial: • Acne vulgaris • Acne rosacea • Impetigo • Folliculitis • Boils Viral: • Herpes simplex • Herpes zoster • Warts Fungal: • Tinea corporis Pigmentation disorders: • Hyper pigmentation • Hypo pigmentation • Dermatosi papulosa nigra • Vitiligo • Albinism • Chloasma • Ephelides • Lentigo • Naevae • Port wine stain • Leucoderma • Papilloma Skin cancers: • Basal Cell Carcinoma • Squamous Cell Carcinoma • Malignant Melanoma</p>		
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