

SCHEME OF WORK APPLICATION FORM

For each ITEC qualification, the lecturer/centre must complete a 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 824 - Provide Facial Electrotherapy Treatments

Lecturer(s) responsible:

Total contact tuition hours proposed: 104

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 facial treatments using electrotherapy			
Prepare themselves, client and work area for facial electrotherapy treatments	~ Preparation of working area ~ Equipment ~ Products ~ Work wear ~ Personal appearance and behaviour ~ Hygiene e.g. sterilizing/sanitising tools and equipment ~ Client for treatment ~ Client care and modesty	OHP/Whiteboard Lecture Q&A Homework Test	40
Use suitable consultation techniques to identify treatment objectives	~ Suitable area ~ Positive body language ~ Positioning of the client ~ Communication skills ~ Professionalism ~ Contraindications and contra-actions ~ Treatment plan ~ Products used ~ Consent ~ Confidentiality ~ Client's signature		
Carry out skin analysis and relevant tests	~ Overall Skin type ~ Skin condition ~ Pigmentation and colour ~ Skin texture ~ Skin imperfections ~ Skin tone ~ Skin temperature ~ Muscle tone ~ Skin elasticity ~ UV damage		
Provide clear recommendations to the client	Taking into account the following: ~ The outcome of the skin analysis ~ Diet ~ Smoking ~ Alcohol ~ Central heating ~ Air conditioning ~ Stress ~ Sleep ~ Exercise ~ Fresh air ~ Occupation ~ Lifestyle ~ Current regime		

Select products, tools and equipment to suit client treatment needs, skin types and conditions	<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 ~ Sponges ~ Gloves ~ Spatulas ~ Bowls ~ Mask brushes ~ Gauze ~ Mirror ~ Sterilising solution ~ UV cabinet ~ Autoclave ~ Chemical immersion equipment ~ Waste disposal Electrical equipment as follows: ~ Electro muscle stimulator (EMS) (Faradism) ~ Galvanism ~ Microcurrent ~ Vacuum suction (lymphatic drainage) ~ High frequency 		
Describe salon requirements for preparing themselves, the client and work area	<ul style="list-style-type: none"> ~ Any particular rights, restrictions and Acts applicable to facial electrotherapy treatment ~ Code of practice/ethics ~ Insurance and professional association membership ~ Record keeping ~ Professional appearance 		
Describe the environmental conditions suitable for facial electrotherapy treatments	<ul style="list-style-type: none"> ~ Lighting ~ Heating ~ Ventilation ~ Noise levels ~ Available space ~ Music ~ General hygiene ~ Waste disposal ~ Décor ~ Equipment ~ Privacy ~ Reception areas ~ General use/treatment areas ~ Safety aspects 		
Describe the different consultation techniques used to identify treatment objectives	<ul style="list-style-type: none"> ~ Positive body language ~ Positioning of the client (no barriers between themselves and client) ~ Good communication skills (asking open and/or closed questions where appropriate) ~ Verbal and non-verbal communication 		
Explain the importance of carrying out a detailed skin analysis and relevant tests	<ul style="list-style-type: none"> ~ Identifying clients skin type and needs ~ Thermal test ~ Tactile test ~ Contraindications ~ Scope of treatment(s) ~ Aftercare advice ~ Home care advice 		
Describe how to select products, tools and equipment to suit client treatment needs, skin types and conditions	<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 ~ Sponges ~ Gloves ~ Spatulas ~ Bowls ~ Mask brushes ~ Gauze ~ Mirror ~ Sterilising solution ~ UV cabinet ~ Autoclave ~ Chemical immersion equipment ~ Waste disposal Electrical equipment as follows: ~ Electro muscle stimulator (EMS) (Faradism) ~ Galvanism ~ Microcurrent ~ Vacuum suction (lymphatic drainage) ~ High frequency ~ Micro-lance 		
Describe the different skin types, conditions	<p>Skin types ~ White ~ Black ~ Asian type skin</p> <p>~ Mixed ~ Dry ~ Oily ~ Combination</p>		

and characteristics	<p>Skin conditions/characteristics</p> <ul style="list-style-type: none"> ~ Mature skin ~ Young skin ~ Sensitive ~ Dehydrated ~ Lack of elasticity ~ Lack of muscle tone ~ Blemishes ~ Age ~ Crow's feet ~ Broken capillaries ~ Open pores ~ Milia ~ Comedones ~ Pustules ~ Papules ~ Hyper pigmentation ~ Hypo pigmentation ~ Dermatitis papulosa nigra ~ Psuedo folliculitis ~ Keloids ~ Ingrowing hairs ~ Vitiligo ~ Albinism ~ Chloasma ~ Ephelides ~ Lentigo ~ Naevae ~ Port wine stain ~ Leucoderma ~ Scarring ~ Thin skin ~ Small moles ~ Papilloma <p>Skin tones:</p> <ul style="list-style-type: none"> ~ Fair ~ Medium ~ Dark ~ Olive 		
Explain the contraindications that prevent or restrict facial electrotherapy treatments	<p>With medical, GP or specialist permission – In circumstances where written medical permission cannot be obtained the client must sign an informed consent stating that the treatment and its effects has been fully explained to them and confirm that they are willing to proceed without permission from their G.P. or specialist</p> <ul style="list-style-type: none"> ~ Pregnancy ~ Cardio vascular conditions (thrombosis, phlebitis, hypertension, hypotension, heart conditions) ~ Haemophilia ~ Any condition already being treated by a GP or another practitioner ~ Medical oedema ~ Osteoporosis ~ Nervous/Psychotic conditions ~ Epilepsy ~ Recent operations ~ Diabetes ~ Asthma ~ Any dysfunction of the nervous system (e.g. Muscular Sclerosis, Parkinson's disease, Motor neurone disease) ~ Bell's Palsy ~ Trapped/Pinched nerve ~ Inflamed nerve ~ Spastic conditions ~ Kidney infections ~ Urinary infections ~ Acute rheumatism ~ Undiagnosed facial pain ~ When taking prescribed medication ~ Medication causing a thinning or inflammation of the skin (e.g. steroids, accutane, retinols) ~ Recent dermabrasion <p>Contraindications that restrict treatment:</p> <ul style="list-style-type: none"> ~ Fever ~ Contagious or infectious diseases ~ Under the influence of recreational drugs or alcohol ~ Cancer ~ Diarrhoea and vomiting ~ Hypersensitive skin ~ Skin diseases ~ Undiagnosed lumps and bumps ~ Localised swelling ~ Inflammation ~ Cuts ~ Bruises ~ Abrasions ~ Scar tissue (2 years for major operation and 6 months for a small scar) ~ Sunburn ~ Hormonal implants ~ Haematoma ~ Recent fractures (minimum 3 months) ~ Cervical spondylitis ~ Any metal pins or plates ~ Loss of skin sensation (test with tactile test) ~ Sinusitis ~ Botox/dermal fillers (1 		

type and conditions	<ul style="list-style-type: none"> ~ Tissues ~ Cotton wool ~ Sponges ~ Gloves ~ Spatulas ~ Bowls ~ Mask brushes ~ Gauze ~ Mirror ~ Sterilising solution ~ UV cabinet ~ Autoclave ~ Chemical immersion equipment ~ Waste disposal Electrical equipment as follows: <ul style="list-style-type: none"> ~ Electro muscle stimulator (EMS) (Faradism) ~ Galvanism ~ Microcurrent ~ Vacuum suction (lymphatic drainage) ~ High frequency 		
Complete the treatment to the satisfaction of the client	~ Conclusion of treatment in appropriate manner to meet client's needs		
Evaluate the results of the treatment	<ul style="list-style-type: none"> ~ Reviewing and recording treatment outcomes ~ Treatment recommendations ~ Homecare advice 		
Provide suitable aftercare advice	<ul style="list-style-type: none"> ~ Recommendations for immediate aftercare ~ Suitable skin care regime ~ Use of SPF ~ Lifestyle ~ Recommendation of further salon treatments 		
Explain 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 ~ Adhere to all safety precautions and manufacturers' instructions Specific safety precautions for each machine as follows: <ul style="list-style-type: none"> Electro muscle stimulator (EMS) (Faradism) ~ Galvanism ~ Microcurrent ~ Vacuum suction (lymphatic drainage) ~ High frequency 		
Explain the importance of positioning themselves and the client correctly throughout the treatment	<ul style="list-style-type: none"> ~ Ensuring the client is comfortable and correctly supported ~ Applying the treatments as appropriate to the client's needs ~ Therapist maintaining correct posture/stance throughout treatment 		

Explain the importance of using products, tools, equipment and techniques to suit clients treatment needs, skin type and conditions	<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 ~ Sponges ~ Gloves ~ Spatulas ~ Bowls ~ Mask brushes ~ Gauze ~ Mirror ~ Sterilising solution ~ UV cabinet ~ Autoclave ~ Chemical immersion equipment ~ Waste disposal <p>Products and equipment applicable for the following:</p> <ul style="list-style-type: none"> ~ Electro muscle stimulator (EMS) (Faradism) ~ Galvanism ~ Microcurrent ~ Vacuum suction (lymphatic drainage) ~ High frequency 		
Describe the effects and benefits of electrotherapy equipment and products on the skin and underlying structures	<ul style="list-style-type: none"> ~ Microcurrent ~ Vacuum suction ~ Galvanism ~ High frequency ~ Vacuum suction ~ Faradism <p>Effects of the above electrotherapy treatments on the following:</p> <ul style="list-style-type: none"> ~ Circulation ~ Lymphatic drainage ~ Skin ~ Muscular system ~ Ageing, ~ Moisture levels 		
Explain the principles of electrical currents	<ul style="list-style-type: none"> ~ Protons ~ Neutrons ~ Electrons ~ Nucleus ~ Volts ~ Watts and Amperes ~ Ohms and Ohm's law and their relevance ~ Insulator ~ Conductor ~ Transformer ~ Rectifier ~ fuses Direct ~ Alternating ~ Interferential ~ Modified direct current ~ Wiring of a plug ~ Types of equipment and current Faradic . direct interrupted/surged current ~ High frequency . Alternating. indirect/direct ~ Galvanic . Direct . iontophoresis/desincrustation ~ Microcurrent . Modified direct current ~ Vacuum suction . AC ~ Infra Red - AC 		
Describe how treatments can be adapted to suit client treatment needs, skin types and conditions	<ul style="list-style-type: none"> ~ Restrictions ~ Client preferences and commitment ~ Product availability ~ Time scales ~ Costs ~ Microcurrent ~ High frequency ~ Faradic ~ Galvanic ~ Vacuum suction 		
State the contra-actions that may occur during and following treatments and how to respond	<p>Galvanism: ~ Caustic burn ~ Galvanic burn</p> <p>~ Allergic reaction ~ Skin irritation</p> <p>Faradism: ~ Muscle fatigue</p> <p>Vacuum suction: ~ Excessive erythema</p> <p>~ Bruising</p> <p>High frequency:- ~ Destruction of tissues when sparking ~ Excessive erythema</p>		
Explain the importance of completing the treatment to the satisfaction of the client	<p>Concluding the treatment in appropriate manner to meet client's needs ~ Concluding the electrical treatment in an appropriate and safe manner to meet the client's needs</p> <p>~ Ongoing treatments</p>		

Explain the importance of completing treatment records	Maintaining records Aftercare Home care Product advice Compliance with Data Protection		
Describe the methods of evaluating the effectiveness of the treatment	~ Maintaining records for accurate future treatment ~ Aftercare ~ Home care ~ Product advice ~ Compliance with current legislation ~ Concluding the treatment in the correct manner to meet client's requirements ~ The treatment should be performed for the required amount of time efficiently and professionally ensuring the working area remains clean and tidy throughout		
Describe the aftercare advice that should be provided	Based upon consultation, skin analysis and relevant test recommendations for ongoing or further treatments, home and aftercare advice ~ Healthy eating ~ Fluid/water intake ~ Smoking habits ~ Hobbies ~ Interests ~ Rest ~ Relaxation ~ Stress levels ~ Sleep ~ General care and lifestyle advice and the beneficial effects thereof		
Describe the structure, growth and repair of the skin	♦ Skin - Epidermis ~ Stratum Corneum ~ Stratum Lucidum ~ Stratum Granulosum ~ Stratum Spinosum/Malphigian layer ~ Stratum Germinativum/Basal layer ~ Melanocytes Dermis ~ Blood supply ~ Lymphatic supply ~ Hair follicle ~ Hair ~ Sebaceous gland ~ Sweat glands: eccrine and apocrine ~ Sensory nerve endings ~ Dermal Papilla ~ Collagen ~ Elastin ~ Histiocytes ~ Mast Cells ~ Fibroblasts ~ Erector pili muscle and Subcutaneous layer ~ Secretion ~ Heat Regulation ~ Absorption ~ Protection ~ Elimination ~ Sensation ~ Vitamin D formation (7-dehydro-cholesterol) ~ Keratinisation ~ Melanin Formation ~ Mitosis		
Describe skin types, conditions, diseases and disorders	Skin types ~ White ~ Black ~ Asian type skin ~ Mixed ~ Dry ~ Oily ~ Combination Skin conditions/characteristics ~ Mature skin ~ Young skin ~ Sensitive ~ Dehydrated ~ Lack of elasticity ~ Lack of muscle tone ~ Blemishes ~ Age ~ Crowsfeet ~ Broken capillaries ~ Open pores ~ Milia ~ Comedones ~ Pustules ~ Papules ~ Hyper pigmentation ~ Hypo pigmentation ~ Dermatitis papulosa nigra ~ Pseudo folliculitis ~ Keloids ~ Ingrowing hairs ~ Vitiligo ~ Albinism ~ Chloasma ~ Ephelides ~ Lentigo ~ Naevae ~ Port wine stain ~ Leucoderma ~ Scarring ~ Thin skin ~ Small moles ♦ Infestations: ~ Scabies ~ Pediculosis ♦ Congenital: ~ Atopic eczema ~ Atopic		

Describe the structure, function, position and action of the muscles of the head, neck and shoulder	<p>dermatitis ~ Psoriasis</p> <p>◆ Bacterial: ~ Acne vulgaris ~ Impetigo ~ Acne rosacea ~ Boils ~ Folliculitis</p> <p>◆ Viral: ~ Warts ~ Herpes simplex ~ Herpes zoster</p> <p>◆ Fungal: ~ Tinea (ringworm)</p> <p>◆ Pigmentation disorders: ~ Vitiligo ~ Albinism ~ Chloasma ~ Ephelides ~ Lentigo ~ Moles (papilloma) ~ Naevae ~ Port wine stain ~ Leucoderma</p> <p>◆ General disorders: ~ UV damage ~ Urticaria ~ Allergic reaction ~ Hyper keratosis</p> <p>~ Voluntary ~ Involuntary ~ Cardiac ~ Origin ~ Insertion ~ Action ~ Tone ~ Tension ~ Fatigue</p> <p>~ Orbicularis Oculi ~ Orbicularis Oris</p> <p>~ Masseter ~ Buccinator ~ Risorius ~ Levator Anguli Oris ~ Levator Labii Superioris</p> <p>~ Depressor Anguli Oris (Triangularis)</p> <p>~ Depressor Labii Inferioris ~ Mentalis</p> <p>~ Zygomaticus ~ Temporalis ~ Nasalis</p> <p>~ Procerus ~ Corrugator ~ Frontalis</p> <p>~ Occipitalis ~ Pterygoids ~ Trapezius</p> <p>~ Platysma ~ Sternocleidomastoid ~ Deltoid</p> <p>~ Pectoralis major and minor</p>		
Describe the location, function and structure of the bones of the head, neck and shoulder	<p>~ Cancellous ~ Compact ~ Long ~ Short ~ Flat</p> <p>~ Irregular ~ Sesamoid</p> <p>Cranium: Parietal • Frontal • Ethmoid</p> <p>• Sphenoid • Occipital • Temporal</p> <p>Facial: Nasal • Zygomatic • Maxilla • Lacrimal</p> <p>• Turbinate • Palatine • Mandible • Vomer</p> <p>Shoulder: Clavicle ~ Scapula ~ Humerus</p> <p>Chest: ~ Sternum</p> <p>Neck: ~ Cervical vertebrae</p>		
Describe the structure and function of the nervous, circulatory and lymphatic systems for the head, neck and shoulders	<p>~ Motor ~ Sensory ~ Mixed nerves ~ Neurone</p> <p>~ 5th, 7th and 11th cranial nerves</p> <p>~ Blood plasma ~ Erythrocytes ~ Leucocytes</p> <p>~ Platelets ~ Thrombocytes ~ Arteries</p> <p>~ Arterioles ~ Veins ~ Venules ~ Capillaries</p> <p>~ Main arteries of the head and neck</p> <p>~ Thyroid ~ Facial ~ Temporal ~ Lingual</p> <p>~ Occipital ~ Maxillary</p> <p>~ Main veins of the head and neck</p> <p>~ Middle Temporal ~ Superficial Temporal</p> <p>~ Maxillary ~ Anterior Facial ~ Common Facia</p> <p>~ Internal Jugular ~ External Jugular</p> <p>~ Content of lymph ~ Transports waste</p> <p>~ Purifies toxins ~ Adds antibodies, antitoxins and lymphocytes ~ Part of the immune system</p> <p>~ Secondary circulation ~ Lymphocyte</p> <p>~ Lymphatic Capillary ~ Lymphatic Vessel</p> <p>~ Lymph Node ~ Lymphatic Duct ~ Superficial and deep cervical ~ Submandibular ~ Anterior</p>		

Explain how the ageing process, lifestyle and environmental factors affect the condition of the skin and underlying structures	and Posterior Auricular ~ Occipital ~ Buccal ~ Sub-mental ~ Intrinsic ageing ~ extrinsic ageing ~ The way in which our physical environment affects us and the way in which social, economic and environmental factors affect our health and social well-being ~ Computers ~ Mobile phones ~ Processed food ~ Lack of light ~ Stress ~ Lack of sleep ~ Financial problems ~ Poor ventilation ~ Lack of exercise ~ Chemicals ~ Pollution ~ Repetitive strain injuries ~ Jet lag ~ Lack of natural light		
Mock Practical	To include full treatment		
Mock Theory	To include all the theory	Mock theory paper	