

Unit 710 – Provide Manicure Services

Guided Learning Hours: 53

Learning Outcome	Assessment Criteria
1. Be able to Use safe and effective methods of working when providing manicure services	<ul style="list-style-type: none">1.1 Prepare the work area and environment to meet legal, hygiene and industry Code of Practice for Nail Services requirements1.2 Maintain personal standards of hygiene, protection and appearance to meet accepted industry Code of practice for Nail Services and organisational requirements1.3 Clean all tools and equipments using the correct methods1.4 Use accepted industry hygiene and safety practices throughout the service to minimise the risk of cross-infection1.5 Select and correctly position suitable equipment, materials and products for ease and safety of use1.6 Dispose of waste materials safely and correctly to meet local authority requirements and the Industry Code of Practice for Nail Services1.7 Complete the service within a commercially viable time1.8 Leave the work area in a suitable condition for further nail services1.9 Keep the client's records up to date, accurate, easy to read and signed by the client and technician
2. Be able to consult, plan and Prepare for the service with clients	<ul style="list-style-type: none">2.1 Use consultation techniques to determine and record the service plan2.2 Obtain signed, written and informed consent prior to any service from the client or parent/guardian if the client is a minor2.3 Consult with the client to identify any contraindications, recording the client responses2.4 Position the client and themselves to minimise fatigue, and risk of injury to themselves and the client2.5 Disinfect the clients hands and remove any existing nail polish to restore the nails to a natural condition2.6 Perform an assessment of the nails and skin, recording the results and take any necessary action in response to identified contraindications

	<p>2.7 Provide client advice without reference to a specific medical condition and without causing undue alarm and concern</p> <p>2.8 Recommend suitable treatments and products for the client's skin type and nail condition and agree the service and outcomes that are acceptable to the client and meets their needs</p>
3. Be able to carry out manicure services	<p>3.1 Check the desired nail length and shape with the client</p> <p>3.2 File the nails, ensuring that the nail free edge is left smoothed and shaped to the required length</p> <p>3.3 Use the buffing technique for the service plan and the client's needs</p> <p>3.4 Use suitable cuticle tools and products safely and effectively, ensuring that the cuticle and nail plate are undamaged</p> <p>3.5 Use hand and nail treatments to improve the appearance of the client's skin and nails</p> <p>3.6 Use massage techniques smoothly and evenly, at a pressure to meet the client's needs</p> <p>3.7 Leave the hands and lower arms free of any excess massage medium</p> <p>3.8 Check that the nail plate is dehydrated and the underside is clean and free of debris</p> <p>3.9 Apply sufficient base coats, polish coats and top coat for the desired finish</p> <p>3.10 Check that the nail finish is left with a smooth even texture and with the cuticle and nail wall free of product and debris</p> <p>3.11 Check that the finished result is to the client's satisfaction and meets the agreed service plan</p> <p>3.12 Give the client aftercare advice</p>
4. Understand organisational and legal requirements	<p>4.1 Describe own responsibilities under relevant health and safety legislation and the Industry Code of Practice for Nail services</p> <p>4.2 Describe the importance of not discriminating against clients with illnesses and disabilities and why</p> <p>4.3 Explain why it is important, when treating minors under 16 years of age, to have a parent or guardian present</p> <p>4.4 Explain why minors should not be given services without informed and signed parental or guardian consent</p>

	<p>4.5 Explain the legal significance of gaining signed, informed consent to service</p> <p>4.6 State the age at which an individual is classed as a minor and how this differs nationally</p> <p>4.7 Explain the importance and reasons for keeping records of clients and their services</p> <p>4.8 Explain the importance of the correct storage of client records in relation to the Data Protection Act</p> <p>4.9 Describe the possible risks to themselves of ineffective positioning of clients and how to avoid potential discomfort and injury to themselves and the client</p> <p>4.10 Describe why it is important to maintain standards of hygiene and the principles for avoiding cross-infection</p> <p>4.11 Explain how to minimise and dispose of waste from services</p> <p>4.12 Explain the salon's service times for completing manicure services</p> <p>4.13 Explain the importance of completing the service in a commercially viable time</p> <p>4.14 Explain the salon pricing structures</p>
5. Understand how to work safely and effectively when providing manicure services	<p>5.1 Describe the type of personal protective equipment that should be available and used by themselves</p> <p>5.2 Describe why it is important to use personal protective equipment</p> <p>5.3 Describe what contact dermatitis is and how to avoid developing it when carrying out nail services</p> <p>5.4 Describe how to prepare and use the tools and materials for the manicure services</p> <p>5.5 Compare the different methods of disinfecting and sterilising tools and equipment</p> <p>5.6 Describe how to maintain equipment and materials in a clean and hygienic condition</p> <p>5.7 Explain the importance of and reasons for disinfecting hands and how to do this effectively</p> <p>5.8 Explain the necessary environmental conditions for nail services (including lighting, heating, ventilation and general comfort) and why these are important</p> <p>5.9 Describe how to effectively and safely position tools and materials for manicure services</p>

	5.10 Describe the condition in which the work area should be left ready and why this is important
6. Understand how to perform client consultation, treatment planning and preparation	6.1 Describe how to use effective consultation techniques when communicating with clients from different cultural and religious backgrounds, age, disabilities and gender for this treatment 6.2 Describe how to give effective advice and recommendations to clients 6.3 Describe the questioning and listening skills needed in order to find out information 6.4 Explain why it is important to record client responses to questioning 6.5 Describe the legal significance of client questioning and of recording the clients responses 6.6 Explain why it is important to encourage and allow time for clients to ask questions 6.7 Describe how to conduct nail and skin analysis 6.8 Explain how to prepare service plans
7. Know contraindications and contra-actions that affect or restrict manicure services	7.1 Describe the types of conditions and disorders that may contraindicate the service and why 7.2 Describe the types of conditions and disorders that may restrict the service and why 7.3 Describe the possible contra-actions which may occur during or after the manicure service
8. Know Anatomy and Physiology that relates to manicure services	8.1 Describe the bones of the hand and lower arm 8.2 Describe the structure and function of the muscles of the lower arm and hand 8.3 Describe the blood circulation to the lower arm and hand 8.4 Describe the structure of the nail unit 8.5 Describe the process of nail growth 8.6 Describe the structure and function of the skin 8.7 Describe the skin characteristics and skin types of different ethnic client groups 8.8 Describe common natural nail shapes

<p>9. Understand manicure techniques, products and service planning</p>	<p>9.1 Describe how to identify treatable nail and skin conditions</p> <p>9.2 Describe the different types of techniques used within manicure and how to carry them out</p> <p>9.3 Explain how to select and adapt manicure services to suit individual client needs</p> <p>9.4 Describe how to adapt manicure service to suit a male client</p> <p>9.5 Describe the benefits and effects of the hand and nail treatments</p> <p>9.6 Describe the different types of manicure tools and equipment and how to use them</p> <p>9.7 Explain the effects on the nail and skin of incorrect use of manicure tools</p> <p>9.8 Explain the importance of filing the free edge to complement the client's natural nail conditions</p> <p>9.9 Describe the features and benefits of manicure products</p> <p>9.10 Explain the reason why several services are necessary to improve skin and nail conditions</p> <p>9.11 Describe the different types of massage movements used in manicure service</p> <p>9.12 Describe the effects of massage movements used in manicure service</p> <p>9.13 Describe the effects of massage techniques on the nails, skin, muscle and underlying structures</p> <p>9.14 Describe the different types of massage mediums and when they should be used</p> <p>9.15 Explain the importance of removing excess moisture, debris and product from the natural nail to prepare for required nail finish</p> <p>9.16 Explain the importance of recommending a nail finish suitable for the client</p> <p>9.17 Explain the reasons for applying base and top coat and the consequences of not doing so</p> <p>9.18 Describe the correct method (s) of applying different nail finishes</p> <p>9.19 Describe the correct method of removing nail polish</p>
<p>10. Understand how to provide aftercare advice for clients</p>	<p>10.1 Describe the aftercare and maintenance requirements for manicure services and why these are important</p>

	<p>10.2 Explain the products and tools for home use that will benefit the client and those which are unsuitable and why</p> <p>10.3 State the recommended time intervals for nail services</p>
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