

ITEC Unit 11 Manicure and Pedicure Recommended guided learning hours – 50	
Learning outcome	Underpinning knowledge
Students will be able to: 1) Understand, explain and demonstrate how to check for contraindications and recognise any nail diseases and disorders	To include: • Transverse ridges • Vertical ridges • Beau's lines • Blue nail • Psoriasis • Eczema • Tinea pedis • Paronychia (Whitlow) • Sepsis • Leuconychia • Flaking • Onychorrhexis • Pitting • Pterygium • Onychia • Hang nail • Lamella dystrophy • Onychomycosis (Tinea Ungium) • Onychoptosis • Onychatrophia • Onychogryphosis • Onychauxis • Onychocryptosis • Onychophagy • Koilonychia • Warts • Verucca • Loss of skin sensation • Diabetes • Allergies • Chilblains • Corns • Cuts • Abrasions • Broken bones
2) Understand and recognise those general contraindications to manicure and pedicure requiring medical permission or the client to sign an informed consent form prior to the treatment and those contraindications that restrict treatment	◆ 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 • Haemophilia • Any condition already being treated by a GP, dermatologist or another practitioner • Medical oedema • Arthritis • Nervous/Psychotic conditions • Recent operations of the hands or feet • Diabetes • Inflamed nerve • Undiagnosed pain • Acute rheumatism ◆ Contraindications that restrict treatment • Fever • Infectious or contagious diseases • Under the influence of recreational drugs or alcohol • Diarrhoea and vomiting • Any known allergies • Undiagnosed lumps and bumps • Inflammation • Cuts • Severe bruising • Abrasions • Scar tissues (2 years for major operation and 6 months for a small scar) • Recent fractures (minimum 3 months) • Sunburn • Repetitive Strain Injury • Carpal Tunnel Syndrome • Severely bitten or damaged nails • Nail separation • Eczema • Psoriasis
3) Understand, explain and demonstrate the importance of consultation and communicating with the client tactfully and accurately	To include: • Checking for contraindications • Noting the condition of the nails • Noting the shape of the nail • Planning a treatment programme • Discussing any home and after care
4) Understand, explain and demonstrate how to sanitise client's hands	• Wipe the hands with sanitiser, checking for contraindications
5) Understand, explain and demonstrate use of the following products and tools:	• Emery boards • Cuticle massage cream/oil • Cuticle remover • Hoof stick/tipped orange wood stick • Cuticle knife • Cuticle nipper • Buffers • Pedicure rasp (hard skin removal) • Nail scissors • Clippers • Nail enamel remover • Hard skin remover (for pedicure) • Massage oil/cream • Buffing paste • Nail strengtheners • Base coat • Nail enamels: Frosted, Cream, Light, Dark and French manicure • Top coat • Quick driers
6) Understand, explain and demonstrate use of specialised nail treatments	To include: • Hot oil • Paraffin wax • Hand masks • Foot masks • Exfoliation • Thermal mittens/boots

7) Understand, explain and demonstrate how to file the nails correctly according to the nail shape	• Hold the file at a 45 degree angle to the nail • Use the file in one direction only i.e. side centre, side centre • Follow the shape of the cuticle as a guide • Toe nails to be filed straight across • Bevel nails where appropriate
8) Understand, explain and demonstrate how to decide upon the correct nail shape	• Follow the shape of the cuticle • Abide by the clients wishes • Oval • Square • Pointed • Almond • Round
9) Understand, explain and apply cuticle cream or oil	• Ensure that product is taken from any containers with use of either a spatula, orange wood stick or similar • Tops should be replaced on bottles • Apply cuticle cream or oil to the cuticle area and massage in • Minimise wastage • Soak the hand/foot and repeat on the other hand/foot
10) Understand, explain and apply cuticle remover and demonstrate use of the hoof stick, tipped orange wood stick, cuticle knife and nippers	• Ensure that product is taken from any containers with use of either a spatula, orange wood stick or similar • Tops should be replaced on bottles • Apply the cuticle remover to the cuticle area • Use the hoof stick in small circular movements • Use the wet cuticle knife in small circular movements flat against the nail • Use the cuticle nippers on any 'dead' cuticle left adhering to the nail plate
11) Understand, explain and demonstrate how to massage the hand and lower arm/foot and lower leg demonstrating the classical massage movements where appropriate	• Massage medium – Hand cream, Cream, Oil • Effleurage, Petrissage, Tapotement (pedicure only), passive movements
12) Understand, explain and remove any excess product	• Hot compress or damp cotton wool • Toner • 'Squeak' the nail clean with enamel remover
13) Understand and explain buffing	• Ensure that paste is taken from any containers with the use of either a spatula, orange wood stick or similar • Apply a small amount of paste in the centre of the nail (size of a pin head)
14) Understand, explain and demonstrate how to buff the nails	• Buff in one direction only from the matrix to the tip of the nail
15) Understand, explain and apply base coat	• Apply base coat to the nail in 3-5 strokes
16) Understand, explain and apply two coats of enamel, smoothly, evenly and ensuring a hairline gap around the nail wall	• Apply 2 coats of coloured enamel in 3-5 strokes per nail • Ensure a hairline gap is left around the nail • Ensure the enamel is not on the skin or cuticle
17) Understand, explain and demonstrate application of the topcoat	• Apply top coat over cream enamel in 3-5 strokes per nail
18) Understand, explain and demonstrate use of minimal correction to ensure a good finished result	• Remove any enamel which may be on the skin or cuticle with enamel remover and use either an orange wood stick or cotton bud
19) Understand, explain and demonstrate correct hygiene throughout the treatments	◆ Tools must be sterilised/sanitised before use in either: • Autoclave • Glass bead • UV cabinet • Chemicals • Tools should be wiped before going from hand to hand with sanitiser or equivalent • Products must only be taken from containers with a spatula, orange wood stick or cotton bud • Tops must be replaced on products • Tools must be replaced in the steriliser after use
20) Understand and explain how to work within time limits acceptable to industry	• 30 minutes full manicure • 40 minutes full pedicure
21) Understand and explain how to update client records accurately	• Check details from the previous visit - note any changes, particularly any contraindications • Note the condition of the nails • Note the treatment and colour of enamel
22) Briefly understand and explain nail technology systems	To include: • Gel • Acrylic • Fibre glass • Silk wraps

The Skeletal System	
23) Understand and explain the position (with the aid of diagrams) of the following bones:	◆ Lower arm and hand: • Ulna • Radius • Carpals • Metacarpals • Phalanges ◆ Lower leg and foot: • Tibia • Fibula • Tarsals • Metatarsals • Phalanges
The Circulatory System	
24) Understand and explain (with the aid of diagrams) the position of the following:	◆ Arteries of the lower arm and hand • Radial • Ulnar ◆ Veins of the lower arm and hand • Basilic • Cephalic ◆ Arteries of the lower leg and foot • Anterior Tibial • Posterior Tibial ◆ Veins of the lower leg and foot • Anterior Tibial • Posterior Tibial
The Lymphatic System	
25) Understand and explain the position and function of the following lymph nodes:	• Lower arm: Supratrochlear • Lower leg: Popliteal
The Structure of the Nail	
26) Understand and explain the position and function of the following structures:	• Free edge • Hyponychium • Eponychium • Perionychium • Lunula • Mantle • Cuticle • Nail plate • Nail bed • Nail fold • Matrix • Nail wall
27) Understand and explain the process by which the nail grows	• Formed in the matrix • 3 layers • Grows forward and dovetails into the nail bed
28) Understand and explain the factors which affect nail growth	• Health • Age • Diet • Medication • Climate • Damage • Lifestyle
29) Understand and explain the following nail diseases and disorders:	To include: • Transverse ridges • Vertical ridges • Beau's lines • Blue nail • Psoriasis • Eczema • Tinea Ungium • Tinea Pedis • Paronychia (Whitlow) • Sepsis • Leuconychia • Flaking • Dry/Brittle nails • Pitting • Pterygium • Onychia • Hang nail • Lamella dystrophy • Onychomycosis • Onychatrophia • Onychogryphosis • Onychauxis • Onychocryptosis • Onychophagy • Koilonychia • Warts • Verucca • Loss of skin sensation • Diabetes • Allergies • Chilblains • Corns • Cuts • Abrasions • Broken bones
The Muscular System	
30) Understand and explain (with the aid of diagrams) the position and action of the following muscles:	◆ Lower Arm • Supinator Radii Brevis • Flexor Carpi Radialis • Extensor Carpi Radialis • Extensor Carpi Ulnaris • Flexor Carpi Ulnaris • Flexor Carpi Digitorum • Extensor Carpi Digitorum • Muscles of Thenar eminence • Muscles of Hypothenar eminence ◆ Lower Leg • Gastrocnemius • Soleus • Tibialis Anterior • Peroneus Longus • Flexor Digitorum Longus • Extensor Digitorum Longus • Tendon of Achilles
The Structure of the Skin	
31) Understand and explain (with the aid of a diagram) the position and function of the following:	◆ Epidermis • Stratum Corneum • Stratum Lucidum • Stratum Granulosum • Stratum Spinosum/Malphigian • Stratum Germinativum/Basal layer ◆ Dermis • Blood supply • Lymphatic supply • Hair follicle • Hair • Sebaceous gland • Sweat gland: Eccrine and Apocrine • Sensory nerve endings • Dermal papilla • Erector Pili muscle
32) Understand and explain the Subcutaneous/Adipose layer	• The structure and function of the fatty layer found underneath the Dermis

ITEC Unit 11 Manicure & Pedicure Evidence of Treatments	
Evidence of 5 treatments. A range of 5 clients to be treated for manicure or pedicure, 1 of which should include a French polish. These are internally assessed by the college lecturer and verified by the ITEC Practical Examiner	To include: • Consultation • Medical history • Treatment details • Client Feedback • Aftercare and home care advice to include retail recommendations and advice Treatments should be evidenced through the consultation form. See www.itecworld.co.uk for a sample consultation form and evidence of treatments guidance form.