

# Scheme of work

For each VTCT (ITEC) qualification, the lecturer/centre must complete a scheme of work for each unit indicating how the Lecturer is planning to cover the unit content throughout the course. Set out the planned sessions in terms of learning outcomes to be achieved. These should match those stated within the VTCT (ITEC) unit specification. Include all units of each course offered. Hours should meet the minimum guided learning hours listed within the unit specification.

**Unit title:** iUBT349 - Enhance appearance using micro-pigmentation treatment

**Total contact tuition hours proposed:** 75

**Lecturer(s) responsible:**

Learning objectives	Lecture content	Suggested resources	Approx. hours
Introductory session	<ul style="list-style-type: none"> <li>College rules and regulations</li> <li>College mission statement</li> <li>VTCT (ITEC) rules and regulations</li> <li>Health &amp; safety</li> <li>Timetable</li> <li>Dates – holidays etc.</li> <li>Syllabus</li> <li>Recommended books</li> <li>Uniform</li> </ul>	<ul style="list-style-type: none"> <li>Lecture</li> <li>Q&amp;A</li> <li>Using all the documents listed to ensure the students understand the college expectations and their commitment to the course</li> </ul>	
<b>1. Be able to prepare for micro-pigmentation treatment</b>			
Prepare self, client and work area for micro-pigmentation treatment	<ul style="list-style-type: none"> <li>Preparation of working area</li> <li>Equipment</li> <li>Products</li> <li>Work wear</li> <li>Personal protective equipment (client and therapist)</li> <li>Personal appearance and behaviour</li> <li>Hygiene e.g. sterilising/sanitising tools and equipment</li> <li>Client for treatment</li> <li>Client care and modesty</li> <li>Removal of all metal jewellery (client and therapist)</li> </ul>	<ul style="list-style-type: none"> <li>OHP/Whiteboard</li> <li>Lecture</li> <li>Q&amp;A</li> <li>Homework</li> <li>Test</li> <li>An example of a consultation form can be downloaded from <a href="http://www.itecworld.co.uk">www.itecworld.co.uk</a></li> </ul>	10

Use suitable consultation techniques to identify treatment objectives	<ul style="list-style-type: none"> <li>• Suitable area</li> <li>• Positive body language</li> <li>• Positioning of the client</li> <li>• Communication skills</li> <li>• Professionalism</li> <li>• Contra-indications and contra-actions</li> <li>• Treatment plan</li> <li>• Products used</li> <li>• Consent</li> <li>• Confidentiality</li> <li>• Client's signature</li> </ul>		
Carry out skin and hair analysis and any relevant tests to identify any influencing factors	<ul style="list-style-type: none"> <li>• Overall skin type</li> <li>• Skin condition</li> <li>• Hair colour and thickness</li> <li>• Hair density and anatomical site</li> <li>• Pigmentation and skin colour (Fitzpatrick scale)</li> <li>• Ethnicity</li> <li>• Artificial tan</li> <li>• Skin texture</li> <li>• Skin imperfections</li> <li>• Skin tone</li> <li>• Skin temperature</li> <li>• Skin elasticity</li> <li>• UV damage</li> <li>• Thermal and tactile safety test</li> <li>• Patch test</li> </ul>		
Provide clear recommendations to the client based on outcomes of skin analysis	<ul style="list-style-type: none"> <li>• The outcome of the skin analysis and relevant tests</li> <li>• Adverse reactions</li> <li>• Skin hydration levels</li> <li>• Skin healing</li> <li>• Client commitment</li> <li>• Diet</li> <li>• Smoking</li> <li>• Alcohol</li> <li>• Central heating</li> <li>• Air conditioning</li> <li>• Stress</li> <li>• Sleep</li> </ul>		

	<ul style="list-style-type: none"> <li>• Exercise</li> <li>• Fresh air</li> <li>• Occupation</li> <li>• Lifestyle</li> <li>• Current regime</li> <li>• UV protection</li> <li>• Treatment duration</li> <li>• Aftercare advice</li> <li>• Treatment plan (interval between maintenance treatments)</li> <li>• Methods of removal for micro-pigmentation (laser, chemical)</li> </ul>		
Select products, tools and equipment to suit client treatment needs, skin types and conditions	<ul style="list-style-type: none"> <li>• Couch</li> <li>• Trolley</li> <li>• Stool</li> <li>• Towels</li> <li>• Blanket</li> <li>• Additional supports if appropriate</li> <li>• Disposable headband</li> <li>• Disposable hair cap</li> <li>• Couch roll</li> <li>• Barrier film and lead covers</li> <li>• Micropore tape</li> <li>• Disinfecting fluid</li> <li>• Magnifying lamp</li> <li>• Disposable trays</li> <li>• Tissues</li> <li>• Cotton wool</li> <li>• Disposable gloves</li> <li>• Disposable surgical mask</li> <li>• Disposable apron</li> <li>• Scissors</li> <li>• Topical anaesthetic cream</li> <li>• Aftercare soothing lotion</li> <li>• Mirror</li> <li>• Sterilising solution</li> <li>• UV cabinet</li> <li>• Chemical immersion equipment</li> <li>• Waste disposal</li> <li>• Sharps bin/box</li> </ul>		

	<ul style="list-style-type: none"> <li>• Pigment mixing cups</li> <li>• Micro brushes</li> <li>• Cotton buds</li> <li>• Cosmetic pencils</li> <li>• Pencil sharpener</li> <li>• Calipers</li> <li>• Cleansing wipes</li> <li>• Micro-pigmentation machine and hand piece</li> <li>• Needles <ul style="list-style-type: none"> <li>- Flat</li> <li>- Magnum</li> <li>- Cluster</li> <li>- Single point</li> <li>- Sloped</li> <li>- Pigments (organic or inorganic)</li> </ul> </li> <li>• Carrier agents</li> </ul>		
Select personal protective equipment that should be worn by client and self during micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Eye shields</li> <li>• Disposable gloves</li> <li>• Disposable surgical mask</li> <li>• Protective eye wear</li> </ul>		

2. Understand how to prepare for micro-pigmentation treatment			
Explain salon requirements for preparing self, the client and work area for a micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Any particular rights, restrictions and acts applicable to micro-pigmentation</li> <li>• Code of practice/ethics</li> <li>• Insurance and professional association membership guidelines</li> <li>• Record keeping</li> <li>• Professional appearance</li> <li>• Secure environment</li> <li>• Controlled area</li> <li>• Removal of jewellery</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/Whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Handout</li> <li>• Homework</li> <li>• Test</li> </ul>	25
Explain the environmental conditions suitable for micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Lighting</li> <li>• Heating</li> <li>• Ventilation</li> <li>• Noise levels</li> <li>• Available space</li> <li>• Music</li> <li>• General hygiene</li> </ul>		

	<ul style="list-style-type: none"> <li>• Waste disposal</li> <li>• Décor</li> <li>• Equipment</li> <li>• Privacy</li> <li>• Reception areas</li> <li>• General use/treatment areas</li> <li>• Safety aspects</li> </ul>		
Explain the different consultation techniques used to identify treatment objectives	<ul style="list-style-type: none"> <li>• Positive body language</li> <li>• Positioning of the client (no barriers between themselves and client)</li> <li>• Good communication skills (asking open and/or closed questions where appropriate)</li> <li>• Verbal and non-verbal communication</li> </ul>		
Explain the importance of carrying out a detailed skin analysis and relevant tests before micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Identifying client's skin type and needs</li> <li>• Thermal test</li> <li>• Tactile test</li> <li>• Patch test</li> <li>• Contra-indications</li> <li>• Aftercare advice</li> <li>• Home care advice</li> </ul>		
Explain how to select micro-pigmentation treatment to suit client's skin type and conditions	<ul style="list-style-type: none"> <li>• Consultation</li> <li>• The outcome of the skin analysis and relevant tests</li> <li>• Treatment chosen</li> <li>• The visual effects on skin</li> <li>• Treatment procedure</li> <li>• Pain threshold</li> <li>• Possible adverse reactions</li> <li>• Skin healing</li> <li>• Treatment plan</li> <li>• Treatment areas including: <ul style="list-style-type: none"> <li>- Brows</li> <li>- Eyes</li> <li>- Lips</li> </ul> </li> <li>• Treatment procedures including: <ul style="list-style-type: none"> <li>- Hair stroke brows</li> <li>- Powder brows</li> <li>- Eye liner</li> <li>- Eye lash enhancement</li> <li>- Lip line</li> <li>- Lip shading</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>• Treatment techniques including: <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> <li>- Treatment plan (interval between and need for maintenance treatments)</li> <li>- Techniques to be used to create desired treatment outcomes: <ul style="list-style-type: none"> <li>▪ Pointillism</li> <li>▪ Strokes</li> <li>▪ Hair strokes</li> <li>▪ Shading</li> </ul> </li> </ul> </li> </ul>		
Identify the range of equipment used for micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Couch</li> <li>• Trolley</li> <li>• Stool</li> <li>• Towels</li> <li>• Blanket</li> <li>• Additional supports if appropriate</li> <li>• Disposable headband</li> <li>• Disposable hair cap</li> <li>• Couch roll</li> <li>• Barrier film and lead covers</li> <li>• Micropore tape</li> <li>• Disinfecting fluid</li> <li>• Magnifying lamp</li> <li>• Disposable trays</li> <li>• Tissues</li> <li>• Cotton wool</li> <li>• Disposable gloves</li> <li>• Disposable surgical mask</li> <li>• Disposable apron</li> <li>• Scissors</li> <li>• Topical anaesthetic cream</li> <li>• Aftercare soothing lotion</li> <li>• Mirror</li> <li>• Sterilising solution</li> <li>• UV cabinet</li> <li>• Chemical immersion equipment</li> <li>• Waste disposal</li> <li>• Sharps bin/box</li> </ul>		

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Explain the contra-indications that prevent or restrict micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Contra-indications requiring medical referral or the client to indemnify their condition in writing prior to treatment <ul style="list-style-type: none"> <li>- Any condition already being treated by a GP, dermatologist or another skin therapist</li> <li>- Pregnancy</li> <li>- Nervous/psychotic conditions</li> <li>- Recent operations</li> <li>- Diabetes</li> <li>- Inflamed and infectious skin conditions or disorders</li> <li>- Contagious diseases</li> <li>- Moles in the treatment area</li> <li>- Heart disorders</li> <li>- Circulatory disorders</li> <li>- Haemophilia</li> <li>- Blood thinning medication (warfarin)</li> <li>- HIV</li> <li>- Hepatitis</li> <li>- Herpes simplex</li> <li>- Chemotherapy</li> <li>- Medication causing thinning or inflammation of the skin (steroids, Accutane, retinols)</li> <li>- Keloid scars</li> <li>- Hypertrophic scars</li> <li>- Diagnosed scleroderma</li> <li>- Pigmented naevi</li> <li>- Recent dermabrasion</li> <li>- Chemical peels</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Alpha hydroxyl acids (AHAs)</li> <li>• Contra-indications that restrict treatment             <ul style="list-style-type: none"> <li>- Fever</li> <li>- Under the influence of drugs or alcohol</li> <li>- Cancer</li> <li>- Drugs or medication that cause photo-sensitisation or skin thinning effects</li> <li>- Allergies to the products or materials used</li> <li>- Skin diseases</li> <li>- Undiagnosed lumps and bumps</li> <li>- Cuts</li> <li>- Bruises</li> <li>- Abrasions</li> <li>- Sunburn</li> <li>- Suntanned skin</li> <li>- Artificial tan</li> <li>- Areas of undiagnosed pain</li> <li>- Loss of skin sensitivity (test with tactile and thermal methods)</li> <li>- Insulin controlled diabetes</li> <li>- Epilepsy</li> <li>- Hyperpigmentation</li> <li>- Injectables</li> <li>- Facial surgery</li> <li>- Allergies</li> </ul> </li> <li>• Encouraging clients with suspected contra-indications to seek medical advice without reference to specific conditions and without causing undue alarm or concern</li> <li>• The potential consequences of performing a treatment on a contra-indicated client</li> </ul>		
Explain different skin types, conditions, diseases and disorders which may affect the client receiving micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Skin types             <ul style="list-style-type: none"> <li>- White</li> <li>- Black</li> <li>- Asian type skin</li> <li>- Mixed</li> <li>- Dry</li> <li>- Oily</li> <li>- Combination</li> </ul> </li> <li>• Skin conditions/characteristics             <ul style="list-style-type: none"> <li>- Mature skin</li> <li>- Young skin</li> <li>- Sensitive</li> <li>- Dehydrated</li> <li>- Lack of elasticity</li> <li>- Lack of muscle tone</li> <li>- Blemishes</li> </ul> </li> </ul>		



	<ul style="list-style-type: none"> <li>- Age</li> <li>- Crows' feet</li> <li>- Broken capillaries</li> <li>- Open pores</li> <li>- Milia</li> <li>- Comedones</li> <li>- Pustules</li> <li>- Papules</li> <li>- Hyperpigmentation</li> <li>- Hypopigmentation</li> <li>- Dermatitis papulosa nigra</li> <li>- Pseudo folliculitis</li> <li>- Keloids</li> <li>- Ingrowing hairs</li> <li>- Vitiligo</li> <li>- Albinism</li> <li>- Chloasma</li> <li>- Ephelides</li> <li>- Lentigo</li> <li>- Naevae</li> <li>- Port wine stain</li> <li>- Leucoderma</li> <li>- Scarring</li> <li>- Thin skin</li> <li>- Small moles</li> <li>• Diseases and disorders <ul style="list-style-type: none"> <li>- Infestations</li> <li>- Scabies</li> <li>- Pediculosis</li> </ul> </li> <li>• Congenital <ul style="list-style-type: none"> <li>- Atopic eczema</li> <li>- Atopic dermatitis</li> <li>- Psoriasis</li> </ul> </li> <li>• Bacterial <ul style="list-style-type: none"> <li>- Acne vulgaris</li> <li>- Impetigo</li> <li>- Acne rosacea</li> <li>- Boils</li> <li>- Folliculitis</li> </ul> </li> <li>• Viral <ul style="list-style-type: none"> <li>- Warts</li> <li>- Herpes simplex</li> <li>- Herpes zoster</li> </ul> </li> </ul>		
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	<ul style="list-style-type: none"> <li>• Fungal <ul style="list-style-type: none"> <li>- Tinea (ringworm)</li> </ul> </li> <li>• Pigmentation disorders <ul style="list-style-type: none"> <li>- Vitiligo</li> <li>- Albinism</li> <li>- Chloasma</li> <li>- Ephelides</li> <li>- Lentigo</li> <li>- Moles (papilloma)</li> <li>- Naevae</li> <li>- Port wine stain</li> <li>- Leucoderma</li> </ul> </li> <li>• General disorders <ul style="list-style-type: none"> <li>- UV damage</li> <li>- Urticaria</li> <li>- Allergic reaction</li> <li>- Hyperkeratosis</li> </ul> </li> <li>• Cancers <ul style="list-style-type: none"> <li>- Basal cell carcinoma</li> <li>- Squamous cell carcinoma</li> <li>- Malignant melanoma</li> </ul> </li> </ul>		
Explain the structure and function of the skin	<ul style="list-style-type: none"> <li>• Epidermis <ul style="list-style-type: none"> <li>- Stratum corneum</li> <li>- Stratum lucidum</li> <li>- Stratum granulosum</li> <li>- Stratum spinosum/Malpighian layer</li> <li>- Stratum germinativum/Basal layer</li> <li>- Melanocytes</li> </ul> </li> <li>• Dermis <ul style="list-style-type: none"> <li>- Blood supply</li> <li>- Lymphatic supply</li> <li>- Hair follicle</li> <li>- Hair</li> <li>- Sebaceous gland</li> <li>- Sweat glands: eccrine and apocrine</li> <li>- Sensory nerve endings</li> <li>- Dermal papilla</li> <li>- Collagen</li> <li>- Elastin</li> <li>- Histiocytes</li> <li>- Mast cells</li> <li>- Fibroblasts</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Erector pili muscle and subcutaneous layer</li> </ul>		
Explain the structure and function of the endocrine system and its effect on the skin conditions which may affect the client receiving micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Pituitary               <ul style="list-style-type: none"> <li>- Oxytocin</li> <li>- Antidiuretic hormone (ADH) (Vasopressin)</li> <li>- Prolactin</li> <li>- Human growth hormone (HGH)</li> <li>- Thyroid stimulating hormone (TSH)</li> <li>- Adrenocorticotrophic hormone (ACTH)</li> <li>- Luteinising hormone (LH)</li> <li>- Follicle stimulating hormone (FSH)</li> <li>- Melanin stimulating hormone (MSH)</li> </ul> </li> <li>• Thyroid gland               <ul style="list-style-type: none"> <li>- Thyroxin</li> <li>- Triiodothyronine</li> <li>- Calcitonin</li> </ul> </li> <li>• Parathyroid glands               <ul style="list-style-type: none"> <li>- Parathormone</li> </ul> </li> <li>• Thymus               <ul style="list-style-type: none"> <li>- T lymphocytes</li> </ul> </li> <li>• Pineal               <ul style="list-style-type: none"> <li>- Regulates the pituitary and releases serotonin</li> </ul> </li> <li>• Islets of Langerhans               <ul style="list-style-type: none"> <li>- Insulin</li> </ul> </li> <li>• Adrenal glands               <ul style="list-style-type: none"> <li>- Adrenal medulla</li> <li>- Adrenalin</li> <li>- Noradrenalin</li> </ul> </li> <li>• Adrenal cortex               <ul style="list-style-type: none"> <li>- Corticosteroids</li> <li>- Mineralocorticoids – Aldosterone</li> <li>- Glucocorticoids</li> </ul> </li> <li>• Ovaries               <ul style="list-style-type: none"> <li>- Oestrogen</li> <li>- Progesterone</li> </ul> </li> <li>• Testes               <ul style="list-style-type: none"> <li>- Testosterone</li> </ul> </li> <li>• Stress</li> <li>• Puberty</li> <li>• Pregnancy</li> <li>• Menopause</li> </ul>		

Explain the structure and function of the circulatory and lymphatic systems	<ul style="list-style-type: none"> <li>• Content of blood</li> <li>• Blood plasma</li> <li>• Erythrocytes</li> <li>• Leucocytes</li> <li>• Platelets</li> <li>• Thrombocytes</li> <li>• Arteries</li> <li>• Arterioles</li> <li>• Veins</li> <li>• Venules</li> <li>• Capillaries</li> <li>• Transportation of substances</li> <li>• Protection by fighting</li> <li>• Infection</li> <li>• Blood clotting</li> <li>• Regulation of body temperature</li> <li>• Content of lymph</li> <li>• Transports waste</li> <li>• Purifies toxins</li> <li>• Adds antibodies, antitoxins and lymphocytes</li> <li>• Part of the immune system</li> <li>• Secondary circulation</li> <li>• Lymphocyte</li> <li>• Lymphatic capillary</li> <li>• Lymphatic vessel</li> <li>• Lymph node</li> <li>• Right lymphatic duct</li> <li>• Thoracic duct</li> </ul>		
Explain the required legislation for micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Responsibilities under current legislation specific to micro-pigmentation, to include: <ul style="list-style-type: none"> <li>- Fire Precautions Act</li> <li>- Health &amp; Safety at Work Act</li> <li>- Health and Safety (First Aid) Regulations</li> <li>- The Management of Health &amp; Safety at Work Regulations</li> <li>- The Workplace (Health, Safety &amp; Welfare) Regulations</li> <li>- The Manual Handling Operations Regulations</li> <li>- The Personal Protective Equipment at Work Regulations</li> <li>- The Provision And Use Of Work Equipment Regulations</li> <li>- The Control Of Substances Hazardous To Health Regulations (COSHH)</li> <li>- The Electricity At Work Regulations</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)</li> <li>- Disability Discrimination Act</li> <li>- Data Protection Act/General Data Protection Regulations (GDPR)</li> <li>- Medicines Act</li> <li>- Medicines (Sale or Supply) (Miscellaneous Provisions) Regulations</li> <li>- Tattooing of Minors Act</li> <li>- Local Government (Miscellaneous Provisions) Act</li> <li>- Local Government Act 2003</li> <li>- Local Authority Circulars</li> <li>- Legislation which relates to the work being carried out, the environment and the client with whom the practitioner is working</li> <li>- Industry Code of Practice for Micropigmentation Treatments</li> <li>- Adhere to all product and equipment safety precautions and manufacturers' instructions</li> </ul>		
Explain the importance of compliance with regulations	<ul style="list-style-type: none"> <li>• Legal requirement</li> <li>• Insurance</li> <li>• Risk of legal action and claims</li> <li>• Liability</li> <li>• Professionalism</li> <li>• Codes of practice</li> <li>• Codes of ethics</li> <li>• Protection of staff and clients</li> <li>• Health, safety and welfare</li> </ul>		

3. Be able to provide micro-pigmentation treatment			
Communicate and behave in a professional manner	<ul style="list-style-type: none"> <li>• Checking consultations and contra-indications</li> <li>• Explaining the treatment to the client</li> <li>• Benefits, limitations and co-operation required</li> <li>• Helping the client onto the couch prior to and off the couch after the treatment</li> <li>• Positioning the client correctly</li> <li>• Sanitising client's hands as appropriate</li> <li>• Sanitising own hands as appropriate throughout treatment</li> <li>• Protecting the client's modesty at all times</li> <li>• Ensuring that all parts of the client are covered except the area being treated</li> <li>• Ensuring that the client is comfortable</li> <li>• Using appropriate covered supports</li> <li>• Adapt treatment to suit the needs of the client</li> <li>• Client care</li> <li>• Communication</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/Whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Handout:</li> <li>• Homework</li> <li>• Test</li> </ul>	25

	<ul style="list-style-type: none"> <li>• Correct posture, hygiene and a professional approach to the client throughout treatment</li> </ul>		
Follow health and safety working practices in line with organisational and legislative procedures	<ul style="list-style-type: none"> <li>• Fire Precautions Act</li> <li>• Health &amp; Safety at Work Act</li> <li>• Health and Safety (First Aid) Regulations</li> <li>• The Management of Health &amp; Safety at Work Regulations</li> <li>• The Workplace (Health, Safety &amp; Welfare) Regulations</li> <li>• The Manual Handling Operations Regulations</li> <li>• The Personal Protective Equipment at Work Regulations</li> <li>• The Provision and Use of Work Equipment Regulations</li> <li>• The Electricity at Work Regulations</li> <li>• Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)</li> <li>• Disability Discrimination Act</li> <li>• Data Protection Act/GDPR</li> <li>• Adhere to all safety precautions and manufacturers' instructions</li> <li>• Current legislation specific to micro-pigmentation treatments</li> <li>• Registration with local authority (LA) for health and safety and inspection purposes</li> <li>• Compliance with the Local Government (Miscellaneous Provisions) Act</li> </ul>		
Position self and client correctly throughout the treatment	<ul style="list-style-type: none"> <li>• Positioning of the client</li> <li>• Client comfort</li> <li>• Application of the treatment</li> <li>• Beauty therapist self-care</li> </ul>		
Use products, tools, equipment and techniques to suit client's treatment needs	<ul style="list-style-type: none"> <li>• Couch</li> <li>• Trolley</li> <li>• Stool</li> <li>• Towels</li> <li>• Blanket</li> <li>• Additional supports if appropriate</li> <li>• Disposable headband</li> <li>• Disposable hair cap</li> <li>• Couch roll</li> <li>• Barrier film and lead covers</li> <li>• Micropore tape</li> <li>• Disinfecting fluid</li> <li>• Magnifying lamp</li> <li>• Disposable trays</li> <li>• Tissues</li> <li>• Cotton wool</li> </ul>		

	<ul style="list-style-type: none"> <li>• Disposable gloves</li> <li>• Disposable surgical mask</li> <li>• Disposable apron</li> <li>• Scissors</li> <li>• Topical anaesthetic cream</li> <li>• Aftercare soothing lotion</li> <li>• Mirror</li> <li>• Sterilising solution</li> <li>• UV cabinet</li> <li>• Chemical immersion equipment</li> <li>• Waste disposal</li> <li>• Sharps bin/box</li> <li>• Pigment mixing cups</li> <li>• Micro brushes</li> <li>• Cotton buds</li> <li>• Cosmetic pencils</li> <li>• Pencil sharpener</li> <li>• Calipers</li> <li>• Cleansing wipes</li> <li>• Micro-pigmentation machine and hand piece</li> <li>• Needles <ul style="list-style-type: none"> <li>- Flat</li> <li>- Magnum</li> <li>- Cluster</li> <li>- Single point</li> <li>- Sloped</li> </ul> </li> <li>• Pigments (organic or inorganic)</li> <li>• Carrier agents</li> </ul>		
Adapt micro-pigmentation treatment to suit client needs and skin conditions	<ul style="list-style-type: none"> <li>• Protocols (following manufacturers' instructions)</li> <li>• Prepare area for treatment</li> <li>• Artificial tan</li> <li>• Skin types</li> <li>• Skin tone</li> <li>• Skin disorders</li> <li>• Skin imperfections</li> <li>• Skin texture</li> <li>• Treatment areas including: <ul style="list-style-type: none"> <li>- Brows</li> <li>- Eyes</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>- Lips</li> <li>• Correctly using implantation techniques in a way that will create the desired result</li> <li>• Ensure the hand piece is used at the correct angle and pressure to achieve the required depth of colour and pigment distribution</li> <li>• Treatment procedures including: <ul style="list-style-type: none"> <li>- Hair stroke brows</li> <li>- Powder brows</li> <li>- Eye liner</li> <li>- Eye lash enhancement</li> <li>- Lip line</li> <li>- Lip shading</li> </ul> </li> <li>• Treatment techniques including: <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> <li>• Treatment plan (interval between and need for maintenance treatments)</li> <li>• Techniques to be used to create desired treatment outcomes <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> <li>• Area to be treated is stabilised and supported appropriately</li> <li>• Combination of techniques strokes used to achieve the desired effect <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> <li>• Area to be treated is stabilised, skin is stretched and supported appropriately</li> <li>• Client communication is maintained throughout regarding treatment procedures and comfort levels</li> <li>• Give ongoing reassurance as necessary</li> <li>• Monitor clients response to treatment and discontinuing treatment if adverse reaction occurs</li> </ul>		
Complete the treatment to the satisfaction of the client	<ul style="list-style-type: none"> <li>• Conclusion of treatment in appropriate manner to meet client's needs</li> </ul>		
Record and evaluate the results of the treatment	<ul style="list-style-type: none"> <li>• Reviewing and recording treatment outcomes</li> <li>• Treatment recommendations</li> <li>• Home care advice</li> <li>• Photographic evidence (before and after)</li> </ul>		



Provide suitable aftercare advice	<ul style="list-style-type: none"> <li>• Recommendations for immediate aftercare and up to 72 hours after treatment</li> <li>• Suitable skin care regime</li> <li>• Skin management throughout course of treatments</li> <li>• Use of sun protection (minimum SPF 30)</li> <li>• Recommendation of further salon treatments</li> <li>• Recommendations for immediate aftercare and up to 72 hours after treatment to limit the loss of pigment and prevent infection in the treated area</li> <li>• Suitable skin care regime</li> <li>• Skin management throughout course of treatments</li> <li>• Use of sun protection (minimum SPF 30) treatments</li> <li>• Avoidance of activities and products which may cause contra-actions</li> <li>• Recommendation of further salon treatments</li> </ul>		
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4. Understand how to provide micro-pigmentation treatment			
Explain how to communicate and behave in a professional manner	<ul style="list-style-type: none"> <li>• Consultation</li> <li>• Treatment explanation</li> <li>• Client care</li> <li>• Hygiene</li> <li>• Good communication skills</li> </ul>	<ul style="list-style-type: none"> <li>• OHP/Whiteboard</li> <li>• Lecture</li> <li>• Q&amp;A</li> <li>• Handout:</li> <li>• Homework</li> <li>• Test</li> </ul>	10
Explain health and safety working practices for micro-pigmentation treatments	<ul style="list-style-type: none"> <li>• Fire Precautions Act</li> <li>• Health &amp; Safety at Work Act</li> <li>• Health and Safety (First Aid) Regulations</li> <li>• The Management of Health &amp; Safety at Work Regulations</li> <li>• The Workplace (Health, Safety &amp; Welfare) Regulations</li> <li>• The Manual Handling Operations Regulations</li> <li>• The Personal Protective Equipment at Work Regulations</li> <li>• The Provision and Use of Work Equipment Regulations</li> <li>• The Control of Substances Hazardous to Health Regulations (COSHH)</li> <li>• The Electricity at Work Regulations</li> <li>• Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)</li> <li>• Disability Discrimination Act</li> <li>• Data Protection Act/General Data Protection Regulations (GDPR)</li> <li>• Medicines Act</li> <li>• Medicines (Sale or Supply) (Miscellaneous Provisions) Act</li> <li>• Tattooing of Minors Act</li> <li>• Local Government (Miscellaneous Provisions) Act</li> <li>• Local Government Act 2003</li> <li>• Local authority circulars</li> </ul>		

	<ul style="list-style-type: none"> <li>• Adhere to all product and equipment safety precautions and manufacturers' instructions</li> <li>• Current legislation specific to micro-pigmentation treatments</li> <li>• Registration with local authority (LA) for health and safety and inspection purposes</li> <li>• Compliance with the Local Government (Miscellaneous Provisions) Act</li> </ul>		
Explain the importance of positioning self and the client correctly throughout the treatment	<ul style="list-style-type: none"> <li>• Ensuring the client is comfortable and correctly supported</li> <li>• Application of the treatments</li> <li>• Applying the treatments as appropriate to the client's needs</li> <li>• Therapist maintaining correct posture/stance throughout treatment</li> </ul>		
Explain the importance of using products, tools, equipment and techniques to suit client's treatment needs, skin type and conditions	<ul style="list-style-type: none"> <li>• Couch</li> <li>• Trolley</li> <li>• Stool</li> <li>• Towels</li> <li>• Blanket</li> <li>• Additional supports if appropriate</li> <li>• Disposable headband</li> <li>• Disposable hair cap</li> <li>• Couch roll</li> <li>• Barrier film and lead covers</li> <li>• Micropore tape</li> <li>• Disinfecting fluid</li> <li>• Magnifying lamp</li> <li>• Disposable trays</li> <li>• Tissues</li> <li>• Cotton wool</li> <li>• Disposable gloves</li> <li>• Disposable surgical mask</li> <li>• Disposable apron</li> <li>• Scissors</li> <li>• Topical anaesthetic cream</li> <li>• Aftercare soothing lotion</li> <li>• Mirror</li> <li>• Sterilising solution</li> <li>• UV cabinet</li> <li>• Chemical immersion equipment</li> <li>• Waste disposal</li> <li>• Sharps bin/box</li> <li>• Pigment mixing cups</li> <li>• Micro brushes</li> </ul>		

	<ul style="list-style-type: none"> <li>• Cotton buds</li> <li>• Cosmetic pencils</li> <li>• Pencil sharpener</li> <li>• Calipers</li> <li>• Cleansing wipes</li> <li>• Micro-pigmentation machine and hand piece</li> <li>• Needles <ul style="list-style-type: none"> <li>- Flat</li> <li>- Magnum</li> <li>- Cluster</li> <li>- Single point</li> <li>- Sloped</li> </ul> </li> <li>• Pigments (organic or inorganic)</li> <li>• Carrier agents</li> <li>• Treatment areas including: <ul style="list-style-type: none"> <li>- Brows</li> <li>- Eyes</li> <li>- Lips</li> </ul> </li> <li>• Treatment procedures including: <ul style="list-style-type: none"> <li>- Hair stroke brows</li> <li>- Powder brows</li> <li>- Eye liner</li> <li>- Eye lash enhancement</li> <li>- Lip line</li> <li>- Lip shading</li> </ul> </li> <li>• Treatment techniques including: <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> </ul>		
Explain the importance of adapting working methods to different treatment areas	<ul style="list-style-type: none"> <li>• Correctly choosing the needle configuration to achieve the desired results</li> <li>• Correctly using implantation techniques in a way that will create the desired effects</li> <li>• Ensuring the hand piece is held at the correct angle and pressure to achieve the required even depth of pigment distribution</li> <li>• Ensuring effects are balanced, well-shaped, and pigments are distributed evenly</li> <li>• Effectively manipulating the skin to meet the needs of the implantation techniques being used</li> <li>• Client communication is maintained throughout regarding treatment procedures and comfort levels</li> <li>• Giving ongoing reassurance as necessary</li> </ul>		

	<ul style="list-style-type: none"> <li>• Monitoring the skin's reaction and client response and discontinuing treatment if adverse reaction occurs</li> <li>• Treatment areas including: <ul style="list-style-type: none"> <li>- Brows</li> <li>- Eyes</li> <li>- Lips</li> </ul> </li> <li>• Treatment procedures including: <ul style="list-style-type: none"> <li>- Hair stroke brows</li> <li>- Powder brows</li> <li>- Eye liner</li> <li>- Eye lash enhancement</li> <li>- Lip line</li> <li>- Lip shading</li> </ul> </li> <li>• Treatment techniques including: <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> <li>• Techniques to be used to create desired treatment outcomes <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> </ul>		
Explain the consequences of inaccurate identification of client skin/colouring according to Fitzpatrick scale	<ul style="list-style-type: none"> <li>• Skin types I – VI</li> <li>• Ethnic skin types</li> <li>• Skin tone</li> <li>• Skin and eye colour</li> <li>• Pigmentation response - combination of the pigment undertone and the skin undertone equals the final result</li> <li>• Adjustment of treatment parameters to accommodate all variable factors</li> <li>• Adverse reactions <ul style="list-style-type: none"> <li>- Increased pigmentation</li> <li>- Scarring</li> <li>- Compromised healing ability</li> <li>- Client dissatisfaction</li> </ul> </li> </ul>		
Describe how treatment can be adapted to suit client treatment needs and conditions	<ul style="list-style-type: none"> <li>• Protocols (following manufacturers' instructions)</li> <li>• Artificial tan</li> <li>• Skin types</li> <li>• Skin disorders</li> <li>• Skin imperfections</li> </ul>		

	<ul style="list-style-type: none"> <li>• Skin texture</li> <li>• Correctly choosing the needle configuration to achieve the desired results</li> <li>• Correctly using implantation techniques in a way that will create the desired effects</li> <li>• Ensuring the hand piece is held at the correct angle and pressure to achieve the required even depth of pigment distribution</li> <li>• Ensuring effects are balanced, well-shaped, and pigments are distributed evenly</li> <li>• Effectively manipulating the skin to meet the needs of the implantation techniques being used</li> <li>• Monitoring the skin's reaction and client response</li> <li>• Treatment areas including: <ul style="list-style-type: none"> <li>- Brows</li> <li>- Eyes</li> <li>- Lips</li> </ul> </li> <li>• Treatment procedures including: <ul style="list-style-type: none"> <li>- Hair stroke brows</li> <li>- Powder brows</li> <li>- Eye liner</li> <li>- Eyelash enhancement</li> <li>- Lip line</li> <li>- Lip shading</li> </ul> </li> <li>• Treatment techniques including: <ul style="list-style-type: none"> <li>- Pointillism</li> <li>- Strokes</li> <li>- Hair strokes</li> <li>- Shading</li> </ul> </li> <li>• Pigments are selected, mixed and agreed with the client</li> <li>• Correct needle configuration(s) and size(s) selected</li> <li>• Angle and pressure is adapted to ensure effective pigmentation</li> <li>• Combination of techniques strokes used to achieve the desired effect</li> <li>• Pointillism</li> <li>• Strokes</li> <li>• Hair strokes</li> <li>• Shading</li> <li>• Area to be treated is stabilised, skin is stretched and supported appropriately</li> <li>• Client communication is maintained throughout regarding treatment procedures and comfort levels</li> <li>• Give ongoing reassurance as necessary</li> <li>• Monitoring client's response to treatment and discontinuing treatment if adverse reaction occurs</li> </ul>		
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Explain the importance of understanding colour theory in relation to micro-pigmentation treatments	<ul style="list-style-type: none"> <li>Principles of colour theory <ul style="list-style-type: none"> <li>The spectrum</li> <li>Primary colours</li> <li>Intermediate colours</li> <li>Secondary colours</li> <li>Tertiary colours</li> <li>Complimentary colours</li> </ul> </li> <li>How colour pigments change throughout the treatment and healing process</li> <li>Definitions of colour to include: <ul style="list-style-type: none"> <li>Hue</li> <li>Value</li> <li>Saturation</li> <li>Intensity or chroma</li> <li>Colour temperature</li> <li>Neutraliser/complimentary</li> <li>Enhancer</li> <li>Base or key colours</li> <li>Aggressive colours</li> <li>Receding colours</li> <li>Tint</li> <li>Tone</li> <li>Shade</li> <li>Opaque</li> <li>Transparent</li> <li>Translucent</li> </ul> </li> <li>Combination of the pigment undertone and the skin undertone equals the final result</li> <li>The potential colour pigment selections which are suitable for the client's skin tone</li> <li>The colour changes which will occur during and after the treatment</li> </ul>		
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5. Understand how to provide aftercare advice for micro-pigmentation treatment			
Explain the contra-actions that may occur during and following micro-pigmentation treatments	<ul style="list-style-type: none"> <li>Excessive erythema</li> <li>Burning</li> <li>Corneal abrasion</li> <li>Conjunctivitis</li> <li>Migration of pigment</li> <li>Herpes simplex (cold sore) outbreak</li> <li>Blistering</li> <li>Excessive discomfort</li> <li>Oedema</li> </ul>	<ul style="list-style-type: none"> <li>OHP/Whiteboard</li> <li>Lecture</li> <li>Q&amp;A</li> <li>Handout:</li> <li>Homework</li> <li>Test</li> </ul>	5

	<ul style="list-style-type: none"> <li>• Localised swelling</li> <li>• Scabbing</li> <li>• Crusting</li> <li>• Itching as area heals</li> <li>• Reactions leading to bruising</li> <li>• Fainting</li> <li>• Excessive bleeding</li> </ul>		
Explain the methods of evaluating the effectiveness of the treatment	<ul style="list-style-type: none"> <li>• Maintaining records for accurate future treatment</li> <li>• Aftercare</li> <li>• Home care</li> <li>• Product advice</li> <li>• Compliance with current legislation</li> <li>• Concluding the treatment in the correct manner to meet client's requirements</li> <li>• The treatment should be performed for the required amount of time efficiently and professionally ensuring the working area remains clean and tidy throughout</li> <li>• Normal and close up photographic evidence (before and after) of skin condition, progression and suitability of treatment</li> </ul>		
Summarise the aftercare advice that should be provided to prevent post micro-pigmentation treatment damage	<ul style="list-style-type: none"> <li>• Recommendations for immediate aftercare and up to 72 hours after treatment</li> <li>• Suitable skin care regime</li> <li>• Skin management throughout course of treatments</li> <li>• Use of sun protection (minimum SPF 30)</li> <li>• Recommendation of further salon treatments</li> <li>• Recommendations for immediate aftercare and up to 72 hours after treatment to limit the loss of pigment and prevent infection in the treated area</li> <li>• Suitable skin care regime</li> <li>• Skin management throughout course of treatments</li> <li>• Use of sun protection (minimum SPF 30) treatments</li> <li>• Avoidance of activities and products which may cause contra-actions</li> <li>• Recommendation of further salon treatments</li> </ul>		
Explain the effects and benefits of micro-pigmentation treatment on the skin and underlying tissues	<ul style="list-style-type: none"> <li>• Correction of facial features</li> <li>• Improving and shaping features <ul style="list-style-type: none"> <li>- Eyebrows</li> <li>- Eye shape</li> <li>- Eye-line</li> <li>- Lash enhancement</li> <li>- Lip shape</li> <li>- Lip contour</li> <li>- Lip-line</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>• Correction of previous treatment</li> <li>• Effects of treatment <ul style="list-style-type: none"> <li>- Define</li> <li>- Lengthen</li> <li>- Enhance</li> <li>- Minimise</li> <li>- Emphasise</li> </ul> </li> <li>• Healing process of skin</li> <li>• Scar formation</li> <li>• Factors that affect foreign bodies – phagocytes</li> </ul>		
Explain the principles of skin healing in relation to micro-pigmentation treatment	<ul style="list-style-type: none"> <li>• Mitosis</li> <li>• The blood clotting process</li> <li>• Scabbing</li> <li>• Crusting</li> <li>• Infection</li> <li>• Scar formation</li> <li>• Loss of pigmentation</li> <li>• Longevity</li> <li>• Fading</li> </ul>		
Explain how natural ageing, lifestyle and environment factors affect the condition of the skin and underlying structures	<ul style="list-style-type: none"> <li>• Intrinsic ageing</li> <li>• Extrinsic ageing</li> <li>• 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</li> <li>• Computers</li> <li>• Mobile phones</li> <li>• Processed food</li> <li>• Lack of natural light</li> <li>• Stress</li> <li>• Sleep patterns</li> <li>• Financial problems</li> <li>• Poor ventilation</li> <li>• Exercise</li> <li>• Chemicals</li> <li>• Pollution</li> <li>• Repetitive strain injuries</li> <li>• Jet lag</li> <li>• Age</li> <li>• Hormonal changes</li> </ul>		



	<ul style="list-style-type: none"> <li>• Diet</li> <li>• Smoking</li> <li>• Fluid intake</li> <li>• Alcohol</li> <li>• UV damage</li> <li>• Central heating</li> <li>• Air conditioning</li> <li>• Air travel</li> <li>• Fresh air</li> <li>• Pollution</li> <li>• Occupation</li> <li>• Rest</li> <li>• Relaxation</li> <li>• Illness</li> <li>• Medication <ul style="list-style-type: none"> <li>- Prescription</li> <li>- Self-medicated</li> <li>- Other substances</li> </ul> </li> <li>• Current regime and skin care products used</li> </ul>		
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iUBT349 – Enhance appearance using micro-pigmentation treatment			
Mock practical:	<ul style="list-style-type: none"> <li>• To include full treatment</li> </ul>	Mock theory paper	
Mock theory:	<ul style="list-style-type: none"> <li>• To include all the theory</li> </ul>		

**Document History**

Version	Issue Date	Changes	Role
v1	19/11/2019`	First published	Qualifications Administrator