

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: iUBT367 - Apply microdermabrasion

Total contact tuition hours proposed: 39

Lecturer(s) responsible:

Learning objectives	Lecture content	Suggested resources	Approx. hours
Introductory session	<ul style="list-style-type: none"> College rules and regulations College mission statement ITEC rules and regulations Health & safety Timetable Dates – holidays etc. Syllabus Recommended books Uniform 	<ul style="list-style-type: none"> 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 skin treatment using microdermabrasion			
Prepare self, client and work area for microdermabrasion skin treatment	<ul style="list-style-type: none"> Preparation of working area Equipment Products Work wear Personal protective equipment (PPE) Personal appearance and behaviour Hygiene e.g. sterilising/sanitising tools and equipment Preparation of client for treatment including tactile and sensitivity tests Client care and modesty 	<ul style="list-style-type: none"> OHP/Whiteboard Lecture Q&A Homework Test 	12

Use suitable consultation techniques to identify treatment objectives	<ul style="list-style-type: none"> • Suitable area • Positive body language • Positioning of the client • Communication skills • Professionalism • Contra-indications and contra-actions • Treatment plan • Products used • Consent • Confidentiality • Client/parent/guardian's signature 		
Advise the client on how to prepare for the treatment	<ul style="list-style-type: none"> • Explain and agree the treatment plan with the client • Client preparation • Cleanse skin • Perform tactile and sensitivity tests • Use robes/towels to maintain client modesty 		
Carry out a skin analysis	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • The outcome of the skin analysis • Recommend treatment plan and discuss realistic expectations of treatment result including appropriate timescales • Diet • Smoking • Alcohol • Central heating • Air conditioning • Stress • Sleep • Exercise 		

	<ul style="list-style-type: none"> • 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 gloves • Disposable mask • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Mirror • Sterilising solution • UV cabinet • Autoclave • Chemical immersion equipment • Waste disposal • Products, tools and equipment applicable to microdermabrasion treatments e.g. crystal, diamond head 		
Describe salon requirements for preparing self, the client and work area	<ul style="list-style-type: none"> • Any particular rights, restrictions and acts applicable to microdermabrasion treatment • Code of practice/ethics • Insurance and professional association membership • Record keeping in line with current data protection legislation • Professional appearance 		
Describe the environmental conditions suitable for	<ul style="list-style-type: none"> • Lighting • Heating • Ventilation 		

<p>microdermabrasion skin treatment</p>	<ul style="list-style-type: none"> • Noise levels • Available space • Music • General hygiene • Waste disposal including contaminated waste • Décor • Equipment • Privacy • Reception areas • General use/treatment areas • Safety aspects 		
<p>Describe the different consultation techniques used to identify treatment objectives</p>	<ul style="list-style-type: none"> • Positive body language • Positioning of the client (no barriers between self and client) • Good communication skills (asking open and/or closed questions where appropriate) • Verbal and non-verbal communication 		
<p>Describe how to select products, tools and equipment to suit client treatment needs, skin types and conditions</p>	<ul style="list-style-type: none"> • Couch or chair • Trolley • Stool • Towels • Blanket • Additional support if appropriate • Headband • Bedroll • Robe • Disposable gloves • Disposable mask • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Mirror • Sterilising solution • UV cabinet • Autoclave • Chemical immersion equipment • Waste disposal 		

	<ul style="list-style-type: none"> • Products, tools and equipment applicable to microdermabrasion treatments e.g. crystal, diamond head 		
<p>Describe the contra- indications to microdermabrasion treatment</p>	<ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> - Pregnancy - Cardiovascular conditions (thrombosis, phlebitis, hypertension, hypotension, heart conditions) - Haemophilia - Any condition already being treated by a GP or another practitioner - Inflamed, infected or contagious skin conditions or disorders - Active herpes simplex - Malignant melanoma - Anti-coagulant medications - Keloid scars - Scleroderma - HIV - Medical oedema - Osteoporosis - Nervous/psychotic conditions - Epilepsy - Recent operations - Diabetes - Asthma - Any dysfunction of the nervous system (e.g. Multiple sclerosis, Parkinson’s disease, Motor neurone disease) - Bell’s palsy - Trapped/pinched nerve - Inflamed nerve - Cancer - Chemotherapy - Conditions causing muscular spasticity i.e. cerebral palsy - Kidney infections - Urinary infections - Acute rheumatism - Undiagnosed pain - When taking prescribed medication - Medication causing a thinning or inflammation of the skin (e.g. steroids, Accutane, retinols) • Contra-indications that restrict treatment <ul style="list-style-type: none"> - Under the influence of recreational drugs or alcohol - Fever 		

	<ul style="list-style-type: none"> - Diarrhoea and/or vomiting - Hypersensitive skin - Broken capillaries - Any known allergies - Skin cancer - Hepatitis - 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 - Haematoma - Recent fractures (minimum 3 months) - Any metal pins or plates - Loss of skin sensation (test with tactile test) - Sinusitis - Anaphylaxis - Pacemaker - Body/face piercing - Thin skin - Hirsutism - After any heat treatment - Recent dermabrasion or chemical peels - Dermal fillers/botulinum toxin treatment - Recent IPL or laser treatment - Epilation - Pigmented naevi - Microblading/micropigmentation in the treatment area - Tattoos in the treatment area 		
Describe the importance of carrying out a skin analysis	<ul style="list-style-type: none"> ● Identifying client's skin type and needs ● Tactile test ● Contra-indications ● Scope of treatment(s) ● Aftercare advice ● Home care advice ● Patch test 		

Describe the effects and benefits of a microdermabrasion treatment	<ul style="list-style-type: none"> ● Treatment areas: <ul style="list-style-type: none"> - Face - Neck - Décolletage - Back - Hands - Arms - Legs - Abdomen ● Effects and benefits to include: <ul style="list-style-type: none"> ● Increase in cellular renewal ● Improved skin texture ● Reduction of fine lines and wrinkles ● Reduction of comedones and milia ● Improved appearance of scar tissue i.e. acne scarring ● Reduction of sun damage ● Increased absorption of skincare products ● Improved appearance of stretch marks ● Improved appearance of cellulite 		
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2. Be able to provide skin treatment using microdermabrasion			
Communicate and behave in a professional manner	<ul style="list-style-type: none"> ● Checking consultations and contra-indications ● Explaining the treatment and agreeing the treatment plan with the client ● Benefits, limitations and co-operation required ● Helping the client onto the couch prior to and off the couch after the treatment ● Assisted the client throughout the treatment ● Positioning the client correctly ● Sanitising client's hands as appropriate ● Sanitising own hands and changing disposable gloves as appropriate throughout treatment ● Protecting the client's modesty at all times ● Ensuring that all parts of the client are covered except the area being treated ● Ensuring that the client is comfortable ● Using appropriate covered supports ● Adapt the microdermabrasion treatments to suit the needs of the client ● Ensure client does not stand on floor with bare feet ● Client care ● Communication 	<ul style="list-style-type: none"> ● OHP/Whiteboard ● Lecture ● Q&A ● Handout ● Homework ● Test 	27

	<ul style="list-style-type: none"> • Correct posture, hygiene and a professional approach to the client throughout treatment 		
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/General Data Protection Regulations (GDPR) • Adhere to all safety precautions and manufacturers' instructions 		
Position themselves and client correctly throughout the treatment	<ul style="list-style-type: none"> • Positioning of the client • Client comfort • Application of the treatments • The importance of maintaining correct working posture throughout • Therapist self-care 		
Use products, tools, equipment and techniques to suit clients 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 gloves • Disposable mask • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges 		

	<ul style="list-style-type: none"> • Mirror • Sterilising solution • UV cabinet • Autoclave • Chemical immersion equipment • Waste disposal • Sponges • Cleansing products • Toning products • Moisturising creams • Products, tools, equipment and techniques applicable to Microdermabrasion treatments e.g. crystal, diamond head • The treatment should be performed for the required amount of time efficiently and professionally ensuring the working area remains clean and tidy throughout 		
Complete the treatment to the satisfaction of the client	<ul style="list-style-type: none"> • Conclusion of the treatment in appropriate manner to meet client's needs 		
Record and evaluate the results of the treatment	<ul style="list-style-type: none"> • Reviewing and recording treatment outcomes • Evaluate treatment results • Re-evaluate future treatment programme • Treatment recommendations • Ongoing treatments required to maintain effects and appropriate intervals • Home care advice 		
Provide suitable aftercare advice	<ul style="list-style-type: none"> • Recommendations for immediate aftercare • Suitable skin care regime • Use of Sun Protection Factor SPF30 • Client advised on appropriate home care and products in particular those which are chemical or perfume based • Avoid exposure to sunlight • Avoid the use of exfoliants and products containing exfoliating factors e.g. AHAs • Lifestyle • Avoidance of activities that may cause contra-actions • Recommendation of further salon treatments and appropriate intervals 		
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/GDPR • Adhere to all safety precautions and manufacturer’s instructions 		
Explain the importance of positioning self 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 working posture throughout treatment • Therapist self-care 		
Explain the importance of using products, tools, equipment and techniques to suit clients 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 gloves • Disposable mask • Disposable slippers • Disinfecting fluid • Magnifying lamp • Tissues • Cotton wool • Sponges • Mirror • Sterilising solution • UV cabinet 		

	<ul style="list-style-type: none"> • Autoclave • Chemical immersion equipment • Waste disposal • Products, tools, equipment and techniques applicable to Microdermabrasion treatments e.g. crystal, diamond head 		
Describe how treatment can be adapted to suit client treatment needs	<ul style="list-style-type: none"> • Restrictions • Client preferences and commitment • Product availability • Time scales • Costs • Microdermabrasion 		
State the contra-actions that may occur during and following treatments and how to respond	<ul style="list-style-type: none"> • Erythema • Swelling • Mild grazing of the skin • Pin point bruising • Tingling • Sensation of mild sun/windburn • Light flaking following treatment 		
Explain the importance of completing the treatment to the satisfaction of the client	<ul style="list-style-type: none"> • Concluding the microdermabrasion treatment in an appropriate and safe manner to meet the client's needs • Ongoing treatments and appropriate intervals 		
Explain the importance of completing treatment records	<ul style="list-style-type: none"> • Maintaining records • Accurately recording response to treatment • Aftercare • Home care • Product advice • Compliance with current data protection legislation 		
Describe the methods of evaluating the effectiveness of the treatment	<ul style="list-style-type: none"> • Maintaining records for accurate future treatment • Accurately recording response to treatment • Aftercare • Home care • Product advice • Obtaining client feedback • Compliance with current data protection legislation • Concluding the treatment in the correct manner to meet client's requirements 		

<p>Describe the aftercare advice that should be provided</p>	<ul style="list-style-type: none"> • Based upon consultation, skin analysis, relevant tests and treatment results • Recommendations for ongoing treatments, home and aftercare advice • Treatment frequency • Product recommendations including the avoidance of exfoliants and the use of products containing exfoliating ingredients e.g. AHAs • Allow time to restore acid mantle • Use high SPF sunblock – minimum SPF 30 • No make-up or perfumed products for 48 hours • Avoid touching the area treated • Do not sunbathe or use sun beds for the duration of the course of treatment • No heat treatments e.g. steam or sauna • Avoidance of activities which may cause contra-actions • Healthy eating • Fluid/water intake • Smoking habits • Hobbies • Interests • Rest • Relaxation • Stress levels • Sleep • General care and lifestyle advice and the beneficial effects thereof 		
<p>Describe the structure and function of the skin</p>	<ul style="list-style-type: none"> • Epidermis <ul style="list-style-type: none"> - Stratum corneum - Stratum lucidum - Stratum granulosum - Stratum spinosum/malphigian - Stratum germinativum/basal layer • Dermis <ul style="list-style-type: none"> - Blood supply - Lymphatic supply - Hair follicle - Hair shaft - Sebaceous gland - Sweat gland: Eccrine and apocrine - Sensory nerve endings - Dermal papilla - Collagen - Elastin - Histiocytes 		

	<ul style="list-style-type: none"> - Mast cells - Fibroblasts - Erector pili muscle - Melanocytes • Subcutaneous/adipose layer <ul style="list-style-type: none"> - The structure and function of the fatty layer underneath the dermis • Functions: <ul style="list-style-type: none"> - Secretion - Heat regulation - Absorption - Protection/Acid mantle (composition and formation) - Elimination/excretion - Sensation - Vitamin D formation (7-dehydro-cholesterol) 		
Describe the main diseases and disorders of the skin	<ul style="list-style-type: none"> • General <ul style="list-style-type: none"> - Broken capillaries - Crow's feet - UV damage - Urticaria - Allergic reaction - Comedones - Milia - Hyperkeratosis - Keloids - In-growing hairs - Pseudofolliculitis • Infestations <ul style="list-style-type: none"> - Scabies - Pediculosis • Congenital <ul style="list-style-type: none"> - Atopic eczema - Atopic dermatitis - Psoriasis • Bacterial <ul style="list-style-type: none"> - Acne vulgaris - Acne rosacea - Impetigo - Folliculitis - Boils • Viral <ul style="list-style-type: none"> - Herpes simplex - Herpes zoster 		

	<ul style="list-style-type: none"> - Warts • Fungal <ul style="list-style-type: none"> - Tinea corporis • Pigmentation disorders <ul style="list-style-type: none"> - Hyperpigmentation - Hypopigmentation - Dermatitis papulosa nigra - Vitiligo - Albinism - Chloasma - Ephelides - Lentigo - Naevae - Port wine stain - Leukoderma - Papilloma • Skin cancers <ul style="list-style-type: none"> - Basal cell carcinoma - Squamous cell carcinoma - Malignant melanoma 		
Describe skin types, conditions and characteristics	<ul style="list-style-type: none"> • Skin types <ul style="list-style-type: none"> - White - Black - Asian type skin - Mixed - Dry - Oily - Combination • Skin conditions/characteristics <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 		

	<ul style="list-style-type: none"> - Pustules - Papules - Hyper pigmentation - Hypo pigmentation - Dermatitis papulosa nigra - Pseudo folliculitis - Keloids - In-growing hairs - Vitiligo - Albinism - Chloasma - Ephelides - Lentigo - Naevae - Port wine stain - Leukoderma - Scarring - Thin skin - Small moles - Papilloma • Skin tones <ul style="list-style-type: none"> - Fair - Medium - Dark - Olive 		
Describe the growth cycle and repair of the skin	<ul style="list-style-type: none"> • From Stratum germinativum/basal layer to corneum • The process of keratinisation 		
Explain how natural ageing, lifestyle and environmental factors affect the condition of the skin	<ul style="list-style-type: none"> • 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 		

	<ul style="list-style-type: none"> • Pollution • Repetitive strain injuries • Jet lag • Lack of natural light 		
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iUBT367 – Apply microdermabrasion			
Mock practical:	<ul style="list-style-type: none"> • To include full treatment 	<ul style="list-style-type: none"> • Mock theory paper 	
Mock theory:	<ul style="list-style-type: none"> • To include all the theory 		

Document History

Version	Issue Date	Changes	Role
v1	30/10/2019	First published	Qualifications Administrator
v2	05/12/2019	Amended incorrect unit content to match Unit Specification	Qualifications and Regulation Co-ordinator