



ITEC Level 3 Diploma in Body Treatments
QAN 100/2571/6
Learner Guidance Notes

General Advice

1. Requirements for Undertaking this Qualification

ITEC recommend that you should have achieved a level of education equivalent to five GCSEs at grade A*-C prior to commencing the ITEC Level 3 Diploma in Body Treatments; however, your Centre may make exemptions for adult returners with experience of the workplace.

2. Structure of the Qualification, Guided Learning (GL)

The ITEC Level 3 Diploma in Body Treatments is comprised of 4 mandatory units with a total of 360 hours of Guided Learning (GL) to achieve the full qualification. However, you will also be required to complete further study and generate evidence of your learning in your own time. This is known as Total Qualification Time (TQT), please see Table 1 below:-

Table 1

ITEC Unit Number	Unit Title	Assessment	Grading
1	Anatomy and Physiology (30-40)	50 MCQ Paper or online	Pass 50% - 74% Merit 75% - 89% Distinction 90% - 100%
14	Swedish Massage	Practical examination Evidence of treatment 3 clients, 3 times each plus 50 MCQ Paper or online	Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100% Pass or Refer Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
15	Figure Diagnosis and Body Electrical Treatments	Practical examination Evidence of treatment 3 clients, 3 times each plus 100 MCQ Paper or online	Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100% Pass or Refer Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
22	Professional Conduct and Business Awareness	50 MCQ Paper or online	Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%

Total Guided Learning (GL) - 410
Total Qualification Time (TQT) – 548

Grading of the Qualification

All assessment tasks required for each unit of the qualification (detailed in Table 1 above) must be completed and awarded a Pass mark before the full qualification can be certificated

The overall qualification is graded - Pass - 60% - 74%, Merit - 75% - 89%, Distinction – 90%-100%. This is formed by the aggregate of the multiple-choice questions and the final practical exam

Your results and Certificates will be sent to your Centre by ITEC. Therefore, you will need to collect your results and Certificates from your Centre

3. Assessment of the Qualification

The ITEC Level 3 Diploma in Body Treatments will be internally and externally assessed using a variety of assessment methods as set out in Table 1 above

Once you have completed all the specified assessments for the qualification and your Lecturer has awarded a Pass mark for all the evidence you have submitted, you will have a Final External Practical Examination carried out by an ITEC Examiner, who will also verify a sample of all the evidence you have completed during your training to ensure it meets the ITEC standard

Practical Examination Sequence

Once all aspects of the mandatory unit have been completed, you will complete a Final Internal Practical Assessment. This will be observed by your Lecturer using the ITEC Internal Assessment Forms. The results will be reviewed by the ITEC External Examiner on the day of your Final External Practical Examination

- a. You will be expected to perform the following treatments:

Practical Skills Examination Sequence – approx. 2 hours 30 minutes

- Figure diagnosis and consultation
- Advise client on general home care to include diet and exercise
- Demonstrate application of electrical treatments as stated above
- Swedish massage

You will be expected to perform the following treatment:

- Full figure diagnosis (30 mins)
- Body electrical machines will be demonstrated (1hr 15mins): G5 (compulsory) plus 2 from the following:- Galvanism, Microcurrent, Vacuum Suction, Faradism
- Swedish massage treatment (45 mins): covering all areas of the body (back of the leg, back, front of the leg, abdomen, arms, and chest.) Only one limb is required to be massaged in the examination, repetition on the opposite side is not required.

- b. You will be asked oral questions during the examination
- c. Consultation forms must be filled in by you for each unit and made available for the ITEC External Examiner to check. These should be reviewed and completed at the end of the treatment and will be taken away by the Examiner
- d. You will be expected to demonstrate excellent hygiene and client care throughout as well as competence in all your relevant skills
- e. The Examiner may reduce the treatment timings, as the examination is a demonstration of your professionalism and your accomplished technique
- f. Approximate time allocated for changeover of practical examination groups – 15 minutes

Multiple-choice Tests

Each question is formatted in the same way:

- 1 stem (the question)
- 1 key (the correct answer)
- 3 distractors (incorrect answers)
- You must indicate the answer you believe is correct by placing a mark in the appropriate box on the answer sheet

Multiple-choice tests are used for units 1, 14, 15 and 22 - Online testing of all relevant units is also available

Treatment Evidence

You are required to provide evidence of treatments that you have performed on clients during your training under the supervision of your Lecturer who will monitor the quality of your treatments in order to ensure that they meet the ITEC criteria

- The criteria are detailed on the Treatment Evidence Guidance Forms. They are graded Pass or Refer
- You will need to complete a Client Consultation Form as evidence that you performed the required number of treatments during your training (see Table 1) as they form part of your internal assessment for the qualification. They can be stored in your ITEC E-portfolio

4. Resources

Your Centre must provide a suitable environment for teaching the ITEC Level 3 Diploma in Body Treatments, as well as all equipment both fixed and free standing to complete all aspects of the qualification

5. Opportunities for Progression

Once you have achieved the ITEC Level 3 Diploma in Body Treatments you may progress on to other ITEC or equivalent qualifications at Level 3 for example:

- Level 3 Diploma in Spa Treatments
- Level 3 Diploma in Aromatherapy Massage
- Level 3 Diploma in Reflexology
- Level 3 Diploma in On-Site Massage
- Level 3 Diploma in Indian Head Massage
- Level 3 Diploma in Lymphatic Drainage

For further Awards, Certificates and Diplomas please go to www.itecworld.co.uk

6. Professional Body Membership and Insurance

Professional Indemnity and Public Liability Insurance can be obtained where applicable via The Complementary Therapist Association (www.CThA.com) and other Industry Associations who recognise the ITEC Diploma

7. Book List

A full book list can be found [here](#)