
Qualification Specification

iHB4C1 - VTCT (ITEC) Level 4 Certificate in Trichology
for Hairdressers

603/4533/0

About VTCT (ITEC)

iTEC is a global specialist organisation providing qualifications internationally, and specialises in beauty & spa therapy, hairdressing, complementary therapies and sports and fitness therapy. iTEC offers centres and learners high quality regulated qualifications for employability, specialist subjects and skills enhancement.

iTEC has close working partnerships with over 700 approved centres in over 40 countries, and offices in England, Ireland, South Africa, Asia Pacific and the USA. iTEC became part of VTCT (Vocational Training and Charitable Trust), in 2016 to strengthen its position in the industry internationally.

For more information visit us at www.itecworld.co.uk, or contact our dedicated Customer Support Team via email; customersupport@vtct.org.uk or call +44 (0)23 8068 4500

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Qualification at a glance

| | |
|---------------------------------------|--|
| Qualification title | VTCT (ITEC) Level 4 Certificate in Trichology for Hairdressers |
| Qualification number | 603/4533/0 |
| Product code | iHB4C1 |
| First registration date | 01/10/2019 |
| Age range | 19+ |
| Credit value | 34 |
| Total Qualification Time (TQT) | 340 |
| Guided Learning (GL) hours | 268 |
| Assessment | <p>To be awarded this qualification, learners must successfully achieve the following assessments:</p> <ul style="list-style-type: none">• External theory examination• Portfolio of evidence containing<ul style="list-style-type: none">- Assignments- Performance evidence- Oral questioning |
| Grading | Pass/Merit/Distinction |
| Entry requirements | <p>It is the responsibility of the centre to ensure that learners have the required knowledge, understanding and skills to enrol and successfully achieve this qualification.</p> <p>It is recommended that learners must hold a Level 3 Diploma in Hairdressing.</p> |

About this qualification

Aims and objectives

The main aim of the VTCT (ITEC) Level 4 Certificate in Trichology for Hairdressers is to enable learners to gain the necessary practical and theoretical skills in order to provide hair and scalp services. The qualification is suitable for learners aged 19 and over and is designed to provide occupational competence at level 4.

Content

This qualification is for learners who want to work within the hairdressing industry. The qualification consists of 6 mandatory units; covering a minimum of 268 hours of Guided Learning (GL) to achieve this qualification.

The main skills the learner will learn are:

- To understand anatomy and physiology for trichology – Understand the anatomy, physiology and pathologies of the cardiovascular and endocrine system, major cell and tissue types, their components and processes. Furthermore understand the structures, functions and pathologies of the hair and integumentary system, the immune functions of the lymphatic system and skin
- The role of nutrition in trichology – Perform nutrition-based case studies on clients
- Controlling risk in a trichology practice – Control and perform risk assessments in relation to hairdressing and trichology services
- Concepts of science in trichology – Present findings of concepts of science in trichology in a report assignment
- Provide a trichology service – Prepare and provide trichology services. Carry out client consultation, recognising common conditions which can affect the hair and scalp. Develop clinical skills through reflective practice
- Chemistry of hair and beauty products – Research in detail the active ingredients used in the formulation of advanced skincare products and submit findings in an assignment

The learner will also develop knowledge of related health and safety, client care, communication skills and providing aftercare advice which are essential to work and being successful in the hairdressing and barbering industry.

This qualification also provides:

- To provide skills at level 4 for those interested in the hairdressing industry and trichology services
- To provide opportunities for learners to develop a range of skills, techniques, personal qualities and attitudes essential for successful performance in employment in trichology

Opportunities for progression

Once learners have achieved the VTCT (ITEC) Level 4 Certificate in Trichology for Hairdressers they may progress on to other VTCT (ITEC) or equivalent qualifications at level 4 for example:

- Level 4 Diploma in Spa and Salon Management

Opportunities for employment

There are opportunities for hairdressers to find employment in a variety of areas:

- Delivering trichology services

Relationship to National Occupational Standards

This qualification has mapped to National Occupational Standards where they exist and has ensured that best practice in the workplace has been reflected in the qualification. This qualification is linked to the relative job roles as well as ensuring that the qualification reflects the required level of knowledge and ability for the practitioner at level 4.

Qualification structure

To be awarded the VTCT (ITEC) Level 4 Certificate in Trichology for Hairdressers, learners must achieve all the mandatory units.

The minimum GLH required to achieve this qualification is 268

The minimum TQT required to achieve this qualification is 340

Table 1

| Unit code | Mandatory units | Guided Learning Hours (GLH) | Unit reference number | Unit weighting for the overall qualification grade |
|-----------|---|-----------------------------|-----------------------|--|
| iUHB249 | Anatomy and physiology for trichology | 60 | T/617/5715 | 60% |
| iUHB262 | The role of nutrition in trichology | 39 | K/617/5615 | 0% |
| iUHB275 | Controlling risk in a trichology practice | 20 | Y/617/5626 | 0% |
| iUHB263 | Concepts of science in trichology | 44 | M/617/5616 | 0% |
| iUHB250 | Provide a trichology service | 30 | K/617/6733 | 0% |
| iUCO65 | Chemistry of hair and beauty products | 75 | J/617/4374 | 40% |

Guided Learning Hours (GLH)

Guided Learning Hours is 'the activity of a learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training'. This includes 'the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training'.

Total Qualification Time (TQT)

Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of the qualification.

Assessment

All internal assessments, performance evidence, assignments, oral questions and underpinning knowledge must be completed.

This portfolio of evidence containing performance evidence, assignments and oral questions may also be verified by an external quality assurer who will sample learners' work.

Table 2

| Unit code | Mandatory units | Assessment | Grading |
|-----------|---|--|---|
| iUHB249 | Anatomy and physiology for trichology | MCQ | Pass 50%-74% Merit 75%-89% Distinction 90%-100% |
| iUHB262 | The role of nutrition in trichology | Portfolio of evidence – Assignment | Pass/Refer |
| iUHB275 | Controlling risk in a trichology practice | Portfolio of evidence – Assignment | Pass/Refer |
| iUHB263 | Concepts of science in trichology | Portfolio of evidence – Assignment | Pass/Refer |
| iUHB250 | Provide a trichology service | Portfolio of evidence – 8 performances to be evidenced | Pass/Refer |
| | | Portfolio of evidence – Oral questions | Pass/Refer |
| iUCO65 | Chemistry of hair and beauty products | Portfolio of evidence – Assignment | Pass/Refer |
| | | MCQ | Pass 60%-74% Merit 75%-89% Distinction 90%-100% |

Unit specifications and additional supporting material for this qualification can be found on the iTEC website.

Grading of the qualification

Learners must achieve a Pass grade or higher in the requisite number of units as specified in the rules of combination, see Table 1 above. Only mandatory units which are graded Pass/Merit/Distinction will contribute to the overall grade.

Practical examinations and theory examinations will be graded Pass/Merit/Distinction.

Portfolio of evidence containing the following will be graded Pass/Fail:

- Performance evidence
- Assignments
- Oral questioning

The overall qualification is graded Pass/Merit/Distinction.

Grade boundaries for units and the overall calculation for the qualification grade are open to annual review. Following this review, these boundaries and overall calculations can be adjusted by VTCT. This review and possible change within a qualification are to ensure the standard of the qualification grade is upheld throughout the qualification's lifecycle.

Theory examination

All theory tests must be conducted in a controlled environment and follow the procedures defined by VTCT (ITEC). The theory tests will be set and marked by VTCT (ITEC). The centre is responsible for ensuring the examination can operate seamlessly by organising the process as defined in the 'Instructions for Conducting Examinations' which can be found on the ITEC website.

Portfolio of evidence

Learners are required to provide a portfolio of evidence containing services that they have performed on clients during their training under the supervision of the lecturer who will monitor the quality of the treatments in order to ensure that they meet the criteria.

- The criteria are detailed on the unit record of assessment forms
- The learner will need to complete a client consultation form as evidence that they performed the required number of treatments during their training (see Table 2) as they form part of the internal assessment for the qualification. They can be stored in the learner's portfolio

Learners are required to provide assignments under the supervision of the lecturer who will monitor the quality of the assignments in order to ensure that they meet the criteria.

- The criteria are detailed on the assignment guidance forms and form part of the internal assessment for the qualification

Quality assurance

Delivery of the qualification

A scheme of work must be approved by VTCT (ITEC) for all units prior to the commencement of the course.

Lecturers should aim to deliver the theory and practical of each unit simultaneously, i.e., both theory and practical of each unit should be taught together to ensure the underpinning knowledge is being delivered at the same time as the practical skills. This will help to ensure that learners understand the structures they are working on as a result of combining delivery with the practical application of treatments.

Resources

The organisation delivering the qualification must provide a suitable environment for teaching the VTCT (ITEC) Level 4 Certificate in Trichology for Hairdressers as well as all salon equipment both fixed and free standing to complete all aspects of delivering the qualification. Learners need to be made aware of the hairdressing tools and equipment they will be required to provide.

Achievement record

All units will require an Achievement Record to be completed by the lecturer for each learner. This achievement record will need to be kept by the centre and may be sampled by the external examiner or external quality assurer on their visit.

An Achievement Record for each unit can be downloaded from the ITEC website.

Document History

| Version | Issue Date | Changes | Role |
|---------|------------|--|---------------------------------------|
| v0.6 | 14/05/2019 | Draft version published to inform centres prior to September launch. | Systems Integration Team |
| v1.0 | 16/09/2019 | First published | Head of Qualifications and Processing |
| v2.0 | 03/12/19 | Grading boundary review statement added | Qualification Administrator |
| v3.0 | 01/09/2020 | Added COVID-19 Infection Prevention pre-requisite | Product and Regulation Manager |
| v4.0 | 13/01/2021 | Removal of redundant text | Product and Regulation Manager |
| v5.0 | 01/08/2022 | Removal of the COVID-19 Infection Prevention pre-requisite | Qualification Administrator |