



Higher National Unit Specification

General information for centres

Unit title: Beauty Therapy: Management and Practice of Body Therapies

Unit code: DN6X 34

Unit purpose: This Unit is designed to extend the candidate's ability to perform both manual and electrical treatments over a variety of conditions. In addition to developing proficiency in the skills involved, the candidate must effectively also demonstrate for individual clients and conditions and evaluate each treatment.

On completion of the Unit the candidate should be able to:

- 1 Perform through consultation body therapy treatments and management of resources.
- 2 Manage a planned course of body treatments.
- 3 Evaluate the effectiveness of the treatment programme.

Credit points and level: 2 HN credits at SCQF level 7: (16 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Recommended prior knowledge and skills: It is essential that candidates have an appropriate knowledge of anatomy and physiology and science relevant to all electrical therapies. It is essential that candidates possess the basic skills and qualifications in manual therapies.

Core Skills: There may be opportunities to gather evidence towards Core Skills in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Context for delivery: This is a mandatory Unit in the framework for HNC/HND Beauty Therapy. It is recommended that it is taught and assessed within the context of the particular Group Award to which it contributes.

Assessment: This Unit should be assessed through practical assessment and case studies.

Practical assessment should be through observation of client consultation. It is essential that candidates are able to assess client's needs and modify treatments to maximise client benefit.

General information for centres (cont)

Candidate should demonstrate competence in practical work on three occasions prior to undertaking case studies. Case studies should comprise of three clients three times which should cover multiple treatment sessions, detailing all aspects of treatment and ensuring range is covered to enable candidate to develop skills and evaluate effectiveness of treatments. Summative assessments can be observed during case studies.

Practical work will be carried out in a realistic work environment with candidate's performance matched to observation checklists.

Higher National Unit specification: statement of standards

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The sections of the Unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Develop through consultation body therapy treatments

Knowledge and/or Skills

- ◆ Consultation techniques
- ◆ Effective communication skills
- ◆ Identify client aims/objectives
- ◆ Identify effects and benefits of body therapy
- ◆ Contra-indications
- ◆ Recording client detail
- ◆ Treatment plan

Evidence Requirements

Candidates will need evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ perform pre-treatment assessment on a wide range of clients.

Assessment Guidelines

The assessment of this Outcome can be combined with Outcomes 2 and 3 as part of the two assessment activities for the Unit, details of which are given under Outcome 3 below.

Matching performance to an observation checklist and recording the results of client assessment as part of a case study will provide evidence for the Knowledge and/or Skills in this Outcome.

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

Outcome 2

Manage a planned course of body treatments

Knowledge and/or Skills

- ◆ Client handling
- ◆ Effective communication
- ◆ Manual techniques
- ◆ Enhanced massage techniques
- ◆ Electrical techniques
- ◆ Treatment compatibility
- ◆ Timing, sequencing and frequency of treatments
- ◆ Monitoring of progress
- ◆ Treatment alterations
- ◆ Provide appropriate advice on retail products, diet and lifestyle
- ◆ Effective use of resources
- ◆ Provide appropriate information for future treatments
- ◆ After care and home care advice

Evidence Requirements

Candidates will need evidence to demonstrate their knowledge and/or skills by showing that they can:

- ◆ apply a body treatment programme which:
 - achieves optimum results
 - maximises client satisfaction
 - meets the time constraints imposed by the industry

Matching performance to an observation checklist and recording the results of the treatment programme (as part of a case study) will provide evidence for the knowledge and/or skills in this Outcome.

Evidence should be generated through practical assessment and observation of candidate managing treatments with three clients on three occasions which should cover multiple treatment applications.

Assessment Guidelines

The assessment of this Outcome can be combined with Outcomes 1 and 3 as part of the two assessment activities for the Unit, details of which are given under Outcome 3 below.

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

Outcome 3

Evaluate the effectiveness of the body treatment programme

Knowledge and/or Skills

- ◆ Observation of results
- ◆ Analysis of client feedback
- ◆ Treatment success in relation to stated aims
- ◆ Treatment plan amendments
- ◆ Recording results

Evidence Requirements

Candidates will need evidence to demonstrate all aspects of their knowledge and/or skills in this Outcome by showing that they can:

- ◆ identify the degree of success achieved by the chosen body treatment programme, using observation of the body condition and a client feedback form
- ◆ demonstrate the ability to consolidate treatment results with clients
- ◆ record results of each treatment

To provide evidence for the Knowledge/Skills in this Outcome, clients' aims/objectives (as stated in the case study documentation) should be matched against the candidate's choice of treatment programme.

Assessment Guidelines

The Evidence Requirements of all three of the Outcomes may be integrated, using two assessment activities:

- ◆ observation checklists
- ◆ case studies

On a minimum of three clients, candidates should:

- ◆ conduct a consultation
- ◆ devise a programme of body therapies (not fewer than three treatments)
- ◆ carry out the chosen treatments in an appropriate manner
- ◆ evaluate
 - each treatment
 - the body therapy programme results overall

Higher National Unit specification: statement of standards (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

It may be appropriate for the lecturer concerned to ensure beforehand that chosen clients will allow candidates to generate sufficient and suitable evidence.

Practical assessment should be through observation of candidate's client consultation, consolidation of personal management skills through planning, effective performance of personalised therapeutic and evaluation. It is recommended that candidates should also be able to assess client's needs and modify treatments to maximise client benefit.

Administrative Information

Unit code:	DN6X 34
Unit title:	Beauty Therapy: Management and Practice of Body Therapies
Superclass category:	HL
Date of publication:	June 2005
Version:	03 (August 2013)

History of changes:

Version	Description of change	Date
02	Amend assessment detail on page one for clarity. Remove last paragraph page two; sampling not applicable.	09/02/09
03	Clarification of Unit content.	09/08/13

Source: SQA

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Higher National Unit specification: support notes

Unit title: Beauty Therapy: Management and Practice of Body Therapies

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 80 hours.

Guidance on the content and context for this Unit

This Unit is primarily intended to enable candidates to further develop their existing skills in body therapy treatments. Particular emphasis will be placed on:

Outcome 1

- ◆ perform an accurate and professional consultation
- ◆ ensure no contra-indications are present
- ◆ devise a plan to meet the client's specific requirements

Candidates will have an underpinning knowledge of the body systems relating to manual and electrical therapies to diagnose client's needs and plan treatments.

Perform a consultation with candidates while applying good listening skills and using both verbal and non verbal communication techniques. Candidates will show that they understand reasons for professionalism, sensitivity and empathy throughout the consultation.

Identify and determine through careful questioning and observation, the presence of contra-indications and special care contra-indications to manual and electrical therapies.

Contra-indications — thrombosis, heart conditions, influence of alcohol or drugs, skin disorders, infectious conditions.

Special care — epilepsy, diabetes, metal implants, high and low blood pressure, migraine, asthma, sensitive skin, poor circulation, cuts, abrasions and bruising, increased temperature, cancer, malignant melanoma, recent surgery or injury, heavy medication, electronic implants, pregnancy, skin disorders, after a heavy meal, chemotherapy.

Demonstrate and explain importance of maintaining confidentiality of details obtained during consultation.

Candidate should be aware of time management with regards to planning treatment sequences. Time management should also incorporate skills in working with others to enable candidates to experience realistic working environment.

Evidence should be generated through practical assessments and observation of candidates consulting with a range of clients of differing conditions and age groups supported by consultation evidence.

Clients will have differing requirements of the treatments. Candidates should make precise notation of evidence of consultation and maintain accurate client records show understanding of underpinning knowledge, when writing case studies.

Higher National Unit specification: support notes (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

Outcome 2

Candidates should already have underpinning knowledge of the effects and benefits of body therapies:

- ◆ manual massage techniques
- ◆ audio sonic
- ◆ faradism
- ◆ vacuum suction
- ◆ galvanic
- ◆ infra red
- ◆ body wraps
- ◆ mud packs
- ◆ paraffin wax

Candidates should be able to:

- ◆ assess clients needs and modify treatments
- ◆ demonstrate planning and resource management over multiple treatment sessions
- ◆ demonstrate economical time management over multiple treatment sessions
- ◆ plan treatments in a logical sequence to maximise results

Plan to utilise manual and electrical therapies to full advantage by having knowledge of specific effects and uses:

- ◆ prepare treatment environment in accordance with Health and Safety Legislation
- ◆ skin sensitivity testing
- ◆ health and safety, safety of equipment, dangers, regulations
- ◆ candidate is prepared correctly to ensure comfort and privacy
- ◆ perform treatments, ensuring candidate is positioned correctly
- ◆ apply appropriate techniques correctly in accordance with client's requirements
- ◆ ensure and understand the importance of maintaining client care, comfort and relaxation throughout, in order to gain optimum effectiveness of treatments
- ◆ understand importance of correct sequencing continuity and duration of techniques and working within an acceptable timescale
- ◆ consideration of adapting and modifying treatments
- ◆ provide clients with appropriate aftercare/homecare advice, diet, lifestyle, exercise and retail products

Devise suitable generalised and localised treatment plans for clients, appropriate to client's requirements.

Candidates should demonstrate safe and economical use of resources, products, equipment, time, planning, diagnostic and therapy skills.

Clients should have differing conditions which will require planning and modification to suit individual requirements. Candidates should make precise notation of evidence of consultation and maintain accurate clients' records to show understanding of underpinning knowledge when writing case studies.

Higher National Unit specification: support notes (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

Outcome 3

The candidate should show they:

- ◆ can evaluate body therapy treatments correctly
- ◆ have reviewed treatments accurately and made precise notation
- ◆ can demonstrate the knowledge and/or skills to evaluate the effectiveness of treatments through client feedback to ensure client's aims were met and to determine if modification of future treatment is necessary
- ◆ can record all treatment sessions accurately and understand the importance of recording and maintaining confidential and accurate records.

Guidance on the delivery and assessment of this Unit

Opportunities for developing Core Skills

This Unit forms part of the Group Award HNC/HND in Beauty Therapy. Its primary purpose is to consolidate candidates' body diagnostic and application skills in preparation for entry into the profession, and as such should be delivered towards the end of the award. This should encourage candidates to perform to optimum confidence levels, demonstrating an advanced knowledge of treatment effects and benefits, to facilitate the linking to aims/objectives.

The lecturer/trainer will deliver information on advanced client handling skills, effective use of resources, time management and also explain the opportunities this Unit provides for personal development. Candidates should benefit from the extensive experience of the lecturer/trainer, eg during treatment programmes the lecturer/trainer must be prepared to intercept any examples of inappropriate language/interaction being used with clients, and demonstrate an alternative approach. External speakers/demonstrators could broaden the scope of candidates' knowledge and stimulate more innovative techniques. However, it is not anticipated that teaching/demonstration of practical skills will be a major part of the delivery strategy of this Unit, as candidates will already be competent in a wide range of 'hands-on' techniques, and be able to apply treatments with minimal supervision.

Assessment will be by two instruments of assessment, all of which integrate to provide evidence across the four Outcomes:

- ◆ observation checklists
- ◆ case studies

The assessments should be completed on an on-going basis, progressively accumulating evidence throughout the course of the Unit. To ensure authenticity of candidates' work, most evidence will be generated in the presence of the assessor in the salon environment, with only a proportion of case study material being completed outside this controlled environment. Candidates should carry out treatments in a salon environment, with access to a full range of professional, manual and electrical apparatus. The skills demonstrated should be matched to practical checklists to support observed performance which reflect that the candidate has carried out an appropriate timed/cost effective treatment.

Higher National Unit specification: support notes (cont)

Unit title: Beauty Therapy: Management and Practice of Body Therapies

A case study should be compiled for each subject/client, to include:

- ◆ a full and detailed record card
- ◆ an accurate account of the consultation
- ◆ concise details on client aims and expectations of treatment
- ◆ specific details of the chosen programme
- ◆ evaluations, of each individual treatment, plus the programme as a whole

Open learning

Theoretical aspects, such as underpinning knowledge on Anatomy and Physiology could be well suited to open and distance learning delivery. However, whilst it may be technically possible, practical aspects would be complicated to arrange, and may not be feasible, due to the sophisticated equipment required.

Candidates with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).

General information for candidates

Unit title: Beauty Therapy: Management and Practice of Body Therapies

This Unit is designed to further develop your abilities in both manual and electrical body treatments, over a variety of conditions. In addition to performing treatments, you must be able to:

- ◆ carry out a professional and detailed consultation on a variety of clients (a minimum of three clients)
- ◆ design an appropriate course of treatment for each of them (minimum three treatments)
- ◆ evaluate the effectiveness of your treatments

You will participate in two types of assessment:

- ◆ practical demonstration of treatments (where checklists will be used)
- ◆ case studies (where results of consultation, the treatments themselves and evaluations will be logged)

Evidence produced as a result will integrate to cover all three Outcomes.

Firstly you will demonstrate an understanding of the effects/benefits of a wide range of body therapies, and then undertake a detailed consultation, to enable you to design a course of three treatments for three clients, all of whom have differing body types and a variety of aims/objectives. Consultations must be carried out in a professional manner, with swift and accurate decisions made regarding client suitability, programme content, compatibility and frequency of treatments.

Detailed information must be noted, ie:

- ◆ a full and detailed record card
- ◆ an accurate account of the consultation
- ◆ concise details on client aims and expectations of treatment
- ◆ specific details of the chosen programme

This will form part of your case study.

You will then carry out the planned treatment in a salon environment. Both the consultation and the subsequent treatments will be observed by your lecturer/trainer, who will match your skills to a checklist.

Throughout each treatment, and on completion of the course, you will evaluate effectiveness by closely monitoring results, and noting client feedback. This evaluation process will also include a written response from each client, in the form of a questionnaire, which should be added to the case study.