



## National Unit Specification: general information

**UNIT** Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)

**CODE** F4NT 11

### SUMMARY

The focus of this Unit is practical. It will give the candidate the skills and knowledge required to consult with a client, prepare and perform nail tips and overlays and advise the client on home and aftercare for the treatment. This Unit is suitable for candidates who have competent manicure skills.

### OUTCOMES

- 1 Consult and prepare for a nail tip and overlay treatment.
- 2 Perform the tip and overlay treatment.
- 3 Provide homecare and aftercare advice for a tip and overlay treatment and perform infill procedure.

### RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates would normally be expected to have attained one of the following, or equivalent:

F4C3 11 *Manicure*

### CREDIT VALUE

1 credit at SCQF level 5 (6 SCQF credit points at SCQF level 5\*).

*\*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.*

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### Administrative Information

**Superclass:** HL

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## **National Unit Specification: general information (cont)**

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### **CORE SKILLS**

There is no automatic certification of Core Skills components in this Unit.

Opportunities for developing aspects of Core Skills are highlighted in Learning and Teaching Approaches for this Unit.

## **National Unit Specification: statement of standards**

### **UNIT      Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **OUTCOME 1**

Consult and prepare for a nail tip and overlay treatment.

##### **Performance Criteria**

- (a) Identify the main components of a tip and overlay structure.
- (b) Identify correctly the contra-indications and contra-actions to the treatment.
- (c) Prepare the workstation and environment with appropriate products and equipment.
- (d) Consult and agree a tip and overlay treatment plan with the client.
- (e) Position the client to ensure they are supported and comfortable throughout the treatment.

#### **OUTCOME 2**

Perform the tip and overlay treatment.

##### **Performance Criteria**

- (a) Prepare the client's nails for a tip and overlay treatment.
- (b) Select and demonstrate application of the correct nail tip in accordance with the client's requirements.
- (c) Apply a suitable overlay to the tip and natural nail in order to strengthen the application.
- (d) Choose and apply the most suitable range of files and buffers to finish the tip and overlay to a high gloss shine.
- (e) Apply a suitable cuticle preparation to complete the treatment.
- (f) Comply with current Health and Safety regulations.

#### **OUTCOME 3**

Provide homecare and aftercare advice for tip and overlay treatment and perform infill procedure.

##### **Performance Criteria**

- (a) Select and explain the use of suitable homecare procedures and products.
- (b) Ensure suitable aftercare advice is provided to the client.
- (c) Explain to the client the contra-actions that may arise and the action required.
- (d) Demonstrate the maintenance (infill) procedure.
- (e) Explain the procedure for removing tip and overlay.

## National Unit Specification: statement of standards (cont)

### UNIT Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)

#### EVIDENCE REQUIREMENTS FOR THIS UNIT

Evidence is required to demonstrate that candidates have achieved all Outcomes and Performance Criteria.

#### Outcome 1(a) and (b) — Written and/or oral evidence

The candidate must identify the following:

- ◆ components of tip and overlay:
  - free-edge
  - smile line
  - Apex
  - stress line
  - ‘C’ curve

The evidence will be carried out in closed-book supervised conditions, labelling a diagram to include all of the above components.

Outcome 1(b) requires the candidate to recognise and identify contra-indications/contractions; this should be evidenced by 10 restricted response answers (closed-book) in a written and/or oral recorded format. The contra-indications to be identified are exposed nail bed; thin flaking nails; nail separation; any signs of bacterial or fungal infection; damaged cuticles; inflammation or swelling in the area; open wounds, cuts/abrasions, allergy to nail products extreme curvature of the nail; nail disorders/diseases; warts; ringworm. The contra-actions to be identified are thinning of the natural nail; allergy to the products; bacterial/fungal infections; softening of the nail plate; mechanical damage.

The practical Performance Criteria Outcome 1 (b) (c) (e) (f) (g), Outcome 2 (a) (b) (c) (d) (e) (f) and Outcome 3 (a) (b) (c) (d) (f) should be integrated and assessed holistically on a minimum of two clients. The candidate should complete no less than five nails for the client. There should be two practical checklists — 1 to encompass the application procedure the other to include the maintenance procedure. The clients should receive a tip and overlay treatment and return when and as required for maintenance (infill). The range of clients may be selected from the peer group and/or external clients. Observation of the candidate’s performance across the range of clients should be evidenced using a practical checklist for the application of the tip and overlay as well as a separate practical checklist for the maintenance Infill, which will be completed by the assessor. The practical checklist for the maintenance should include the Performance Criteria from Outcomes 1 and 2 and the candidate should complete no less than 5 nails. When performing a consultation it is vital that the candidate should complete treatment records in the form of a consultation sheet/record card. The records should contain the clients’ personal details, contra-indications/contractions, a clear concise outline of the client’s wishes regarding design, homecare and aftercare advice.

## National Unit Specification: statement of standards (cont)

### UNIT Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)

#### Tips, Products and equipment

Centres should choose a minimum of two types of tips from the available three in order to demonstrate a varied range of application techniques:

- ◆ white
- ◆ clear
- ◆ natural

Centres should choose one of the three available ranges of products:

- ◆ acrylic liquid and acrylic powders (white; pink; clear)
- ◆ gel (white; pink; clear)
- ◆ fibreglass

Outcome 3(e) requires the candidate to explain the removal procedure for a set of Tip and Overlay Nails; this should be evidenced by an open-book assignment in a written and/or oral recorded format. The assignment should be a minimum of 250 words and must include the following points: a list of the products to be used; approximate time period for the treatment; step-by-step guide to the process; how to safely dispose of products; homecare and aftercare advice for the client and what treatments can be recommended for the client after the tip and overlay has been removed.

Outcome 1(g), Outcome 2(e) and Outcome 3(f) will be assessed practically and evidenced through observation by the assessor using both practical checklists. The candidate should have a basic understanding of the most current Health & Safety at Work Act in relation to their working environment — ventilation, lighting and temperature. The importance of COSHH regulations and how to apply the guidelines before; during and after the treatment tip and overlay.

## **National Unit Specification: support notes**

### **UNIT      Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)**

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 40 hours.

#### **GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT**

This Unit is an optional Unit within the National Certificate Group Awards in Hairdressing at SCQF level 5 and in Beauty Care and Make-up at SCQF level 5. This Unit is designed to enable the candidate to gain skills and knowledge of the treatment tip and overlay. The candidate should be made aware that this Unit is the first in a series which will ultimately enable the candidate to perform a full range of nail extension treatments.

Outcome 1 deals with the preparation required before beginning the treatment. The candidate should be able to identify the basic components of a tip and overlay structure. The importance of self preparation should be examined and clarification of what is a 'high standard'. Professionalism should be addressed and communication skills practiced within a role play situation, this could assist the candidate when consultation/treatments are performed on a client. The candidate will gain knowledge of the equipment; products; environment and will be able to identify what is required to set-up a practicable workstation conducive to industry practice. Candidates should understand and recognise the difference between a contra-indication and a contra-action and the effect they have on a Tip and Overlay treatment. Candidates should recognise the significance of a treatment plan and how to bring together all the elements (future treatments; maintenance; removal; homecare; aftercare; products and procedures for home use). The timescale for the treatments should be monitored and candidates should be encouraged to aim for a maximum of 2 hours to apply 10 nails and 75 minutes to maintain the 10 nails (infill). Due to the time scale of application client comfort and support should be addressed with regards to the type of seat offered; support required; type of support and the position of workstation in relation to ventilation; lighting and temperature. The working environment and the association with the most recent Health and Safety at Work Act should be hi-lighted as well as the importance of following COSHH regulations.

Outcome 2 deals with the application of the Tip and Overlay. Centres must ensure that candidates follow the manufacturer's guidelines on the use of the products. As this is a practical Outcome the emphasis is on practical skills with the lecturer providing demonstrations throughout.. In Outcome 1 the candidate was trained to identify the equipment and products required to perform a tip and overlay treatment therefore the candidate will be able to ascertain what is required to prepare the natural nail: files; nail clippers cuticle pusher; primer; acetone and a dehydrating agent to remove moisture from the nail plate. During the tip selection process the candidate will receive guidelines that will ensure that the Tip isn't too small or too big for the natural nail. Once the tip is fitted it should be clipped and filed to the desired length and shape. Candidates will receive guidance on the application of the overlay and how to finish the Tip and Overlay. In general cuticle oil is applied to complete the treatment. Centres must ensure that the training room used for delivery of tip and overlay is fit for purpose — for example, if using an acrylic product that isn't "odourless" ensure there are sufficient extractor fans available. The working environment and the association with the most recent Health and Safety at Work Act should be highlighted as well as the importance of following COSHH regulations.

## **National Unit Specification: support notes (cont)**

### **UNIT           Artificial Nail Enhancement: Tips and Overlays (SCQF level 5)**

Outcome 3 deals with the homecare and aftercare advice for the clients after the treatment is complete. It is vital that the importance of homecare and aftercare is hi-lighted to candidates, as well as knowledge of the products available in industry that can be recommended to purchase. When recommending or selling a product it is important that the procedure for using the product is explained — this ensures the nails are kept in the best possible condition. Candidates should understand the difference between aftercare and homecare. In Outcome 1 candidates were able to recognise and identify the most common contra-actions that can occur, it is important that they can communicate this information to the client in a professional manner without causing alarm. As the natural nail grows the tip and overlay will require maintenance or an infill. This is an important part of the treatment plan; candidates should practice removing any ‘lifting’ using the method recommended by the centre and system manufacturer. There are a number of products on the market that will aid in the blending process and it would be beneficial for the candidate to experience one. Within this Unit the removal process is not required to be demonstrated but the candidate should be able to explain the process and understand what products are used and why. Cuticle protection is vital as well as avoiding mechanical damage to the natural nail. It will depend on the centres choice of manufacturer how the tip and overlay will be removed. As in Outcomes 1 and 2 the working environment and the association with the most recent Health and Safety at Work Act should be hi-lighted as well as the importance of following COSHH regulations.

#### **GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT**

There should be an induction to the Unit to give the candidates a full understanding of the requirements.

As this Unit is predominantly practical based the main teaching approaches would be demonstration; practical activity and role-play within a realistic working environment. There are however areas requiring group discussion — what is professionalism? Self-preparation; treatment plans; health and safety; working environment to name a few. There is also an opportunity for the candidates to utilise ICT facilities to enable them to identify contra-indications/contra-actions. Lectures and handouts would assist the learning experience as well as the use of formative assessments to assess underpinning knowledge and distance travelled. Candidates should be encouraged to make use of centre facilities such as the library and ICT.

#### **OPPORTUNITIES FOR CORE SKILL DEVELOPMENT**

There are opportunities to gather evidence toward the Core Skills, *Communication; Working with Others* and *Problem Solving* although there are no automatic certification of Core Skills.

## **National Unit Specification: support notes (cont)**

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### **GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT**

#### **Opportunities for the use of e-assessment**

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by information and communications technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

Outcome 1 is assessed by means of correctly labelling a diagram of the main components of a tip and overlay; correctly identifying 10 contra-indications/contra-actions by means of a picture; a practical checklist completed by the assessor.

Outcome 2 is assessed by means of a practical checklist completed by the assessor.

Outcome 3 is assessed by means of an open-book assignment detailing the removal procedure for a set of tip and overlay nails; a practical checklist completed by the assessor.

### **CANDIDATES WITH DISABILITIES AND/OR 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](http://www.sqa.org.uk)).