



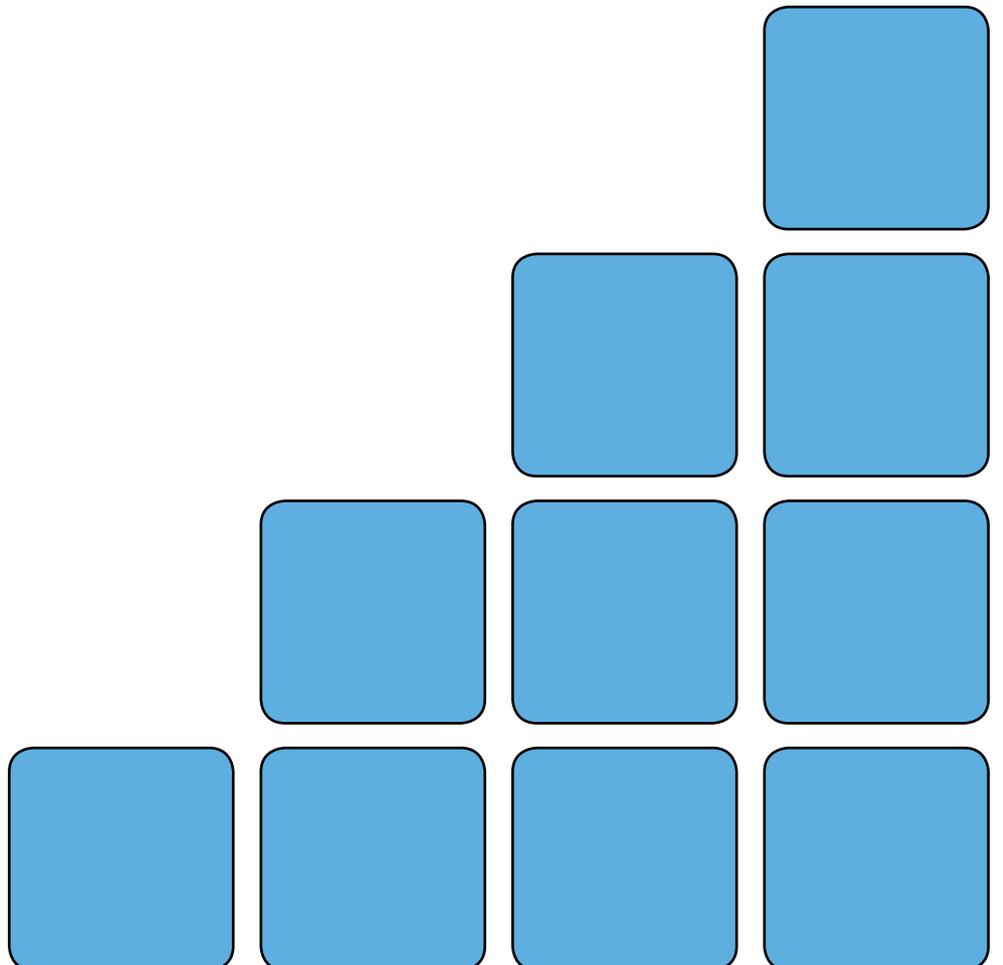
Provide gel polish services

UBT168

Learner name:

Learner number:

SVQ



UBT168

Provide gel polish services

This unit is about providing gel polish services to clients. It covers client preparation and consultation to produce a service plan. It also covers application and removal techniques.

To carry out this unit you will need to maintain effective health, safety and hygiene throughout your work. You will also need to maintain your personal appearance and demonstrate effective communication and consultation skills.

The main outcomes of the unit are:

1. Maintain safe and effective methods of working when providing gel polish services
2. Consult, plan and prepare for gel polish services
3. Apply gel polish
4. Remove gel polish

NOS

SKANS6

SCQF Level

5

SCQF Credit Points

8

Observation(s)

3

External paper(s)

0



Provide gel polish services

Learning outcomes

On completion of this unit you will:

1. Be able to maintain safe and effective methods of working when providing gel polish services
2. Be able to consult, plan and prepare for gel polish services
3. Be able to apply gel polish
4. Be able to remove gel polish
5. Know and understand how to maintain safe and effective methods of working when providing gel polish services
6. Know and understand how to consult, plan and prepare for gel polish services
7. Know and understand how to apply, maintain and remove gel polish services

Evidence requirements

1. *Environment*
Evidence for this unit may be gathered within the workplace or realistic working environment (RWE).
2. *Simulation*
Simulation is not allowed in this unit.
3. *Observation outcomes*
Competent performance of Observation outcomes must be demonstrated on **at least three occasions (must include one removal treatment) on two different clients.**

Assessor observations, witness testimonies and products of work are likely to be the most appropriate sources of performance evidence. Professional discussion may be used as supplementary evidence for those criteria that do not naturally occur.

Assessed observations should not be carried out on the same day for the same learning outcome. There should be sufficient time between assessments for reflection and personal development.

You need to meet the same standard on a regular and consistent basis. Separating the assessments by a period of at least two weeks is recommended as competence must be demonstrated on a consistent and regular basis.

4. *Range*
All ranges must be practically demonstrated or other forms of evidence produced to show they have been covered.
5. *Knowledge outcomes*
There must be evidence that you possess all the knowledge and understanding listed in the Knowledge section of this unit. In most cases this can be done by professional discussion and/or oral questioning. Other methods, such as projects, assignments and/or reflective accounts may also be used.
6. *Tutor/Assessor guidance*
Your tutor **must** refer to the '**Habia Assessment Strategy**' when delivering this unit to ensure that you cover all the requirements for this unit. This can be found on www.vtct.org.uk under the relevant qualification page.

You will be guided by your tutor/assessor on how to achieve learning outcomes and cover ranges in this unit. All outcomes and ranges must be achieved.
7. *External paper*
There is no external paper requirement for this unit.

Achieving observations and range

Achieving observation outcomes

Your assessor will observe your performance of practical tasks. The minimum number of competent observations required is indicated in the Evidence requirements section of this unit.

Criteria may not always naturally occur during a practical observation. In such instances you will be asked questions to demonstrate your competence in this area. Your assessor will document the criteria that have been achieved through professional discussion and/or oral questioning. This evidence will be recorded by your assessor in written form or by other appropriate means.

Your assessor will sign off a learning outcome when all criteria have been competently achieved.

Achieving range

The range section indicates what must be covered. Ranges should be practically demonstrated as part of an observation. Where this is not possible other forms of evidence may be produced. All ranges must be covered.

Your assessor will document the portfolio reference once a range has been competently achieved.

National Occupational Standards (NOS)

All observation evidence and knowledge requirements from the NOS SKANS6 are included in this record of assessment. You must demonstrate in your everyday work that you have met this standard for providing gel polish services. This can be found on the NOS website www.ukstandards.co.uk.



Observations

Learning outcome 1

Be able to maintain safe and effective methods of working when providing gel polish services

You must be able to:

- a. Maintain your responsibilities for health and safety throughout the service
- b. Prepare your client and yourself to meet legal and organisational requirements
- c. Position your client to meet the needs of the service
- d. Ensure your own posture and working methods minimise fatigue and the risk of injury to yourself and others
- e. Ensure environmental conditions are suitable for the client and the service
- f. Keep your work area clean and tidy throughout the service
- g. Use working methods that minimise the risk of cross-infection
- h. Ensure the use of clean equipment and materials
- i. Promote environmental and sustainable working practices
- j. Follow workplace and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products
- k. Dispose of waste materials to meet legal requirements
- l. Complete the service within a commercially viable time

* May be assessed by supplementary evidence.

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Learning outcome 2

Be able to consult, plan and prepare for gel polish services

You must be able to:

- a. Use consultation techniques to determine the client's service plan
- b. Ensure that informed and signed parental or guardian consent is obtained for minors prior to any service
- c. Ensure that a parent or guardian is present throughout the service for minors under the age of 16
- d. Recognise any contra-indications and take the necessary action
- e. Agree the service and outcomes that meet the client's needs
- f. Obtain signed, informed consent from the client prior to carrying out the service
- g. Cleanse the area to be treated and remove any existing nail finish
- h. Identify the condition of the nails and skin
- i. Recommend treatments and gel polish finish for the client's skin type and nail condition
- j. Use cuticle tools and products to prepare the nail for gel polish application
- k. Give your client advice and recommendations on the service provided
- l. Ensure the client's records are completed and signed by you and the client

*May be assessed by supplementary evidence.

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Learning outcome 3

Be able to apply gel polish

You must be able to:

- a. Confirm the desired nail length and shape with the client
- b. Prepare the nail to ensure maximum adhesion of gel polish finish
- c. Apply gel polish finish and leave a free margin around the cuticle and side wall area of the nail

** May be assessed by supplementary evidence.*

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Learning outcome 4

Be able to remove gel polish

You must be able to:

- a. Remove gel polish and ensure the nail is free from product and undamaged

**May be assessed by supplementary evidence.*

Observation	1	2	3
Date achieved			
Criteria questioned orally			
Portfolio reference			
Assessor initials			
Learner signature			



Observation range

You must practically demonstrate that you have:

Used all consultation techniques		Portfolio reference
Questioning		
Listening		
Visual		
Manual		
Written		
Dealt with a minimum of 1 necessary action		Portfolio reference
Encouraging the client to seek medical advice		
Explaining why the service cannot be carried out		
Modifying the service		
Used a minimum of 3 gel polish finishes		Portfolio reference
Dark colour		
Light colour		
French		
Design		
Provided all types of treatment advice and recommendations		Portfolio reference
Suitable aftercare products and their uses		
Avoidance of activities which may cause contra-actions		
Time intervals between services		
Present and future products and services		

It is strongly recommended that all range items are practically demonstrated. Where this is not possible, other forms of evidence may be produced to demonstrate competence.

Developing knowledge

Achieving knowledge outcomes

You will be guided by your tutor and assessor on the evidence that needs to be produced. Your knowledge and understanding will be assessed using the assessment methods listed below*:

- Projects
- Observed work
- Witness statements
- Audio-visual media
- Evidence of prior learning or attainment
- Written questions
- Oral questions
- Assignments
- Case studies
- Professional discussion

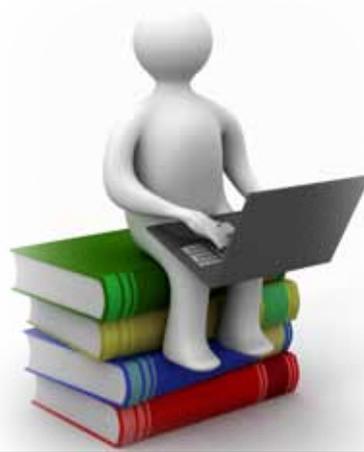
Where applicable your assessor will integrate knowledge outcomes into practical observations through professional discussion and/or oral questioning.

When a criterion has been orally questioned and achieved, your assessor will record this evidence in written form or by other appropriate means. There is no need for you to produce additional evidence as this criterion has already been achieved.

Some knowledge and understanding outcomes may require you to show that you know and understand how to do something. If you have practical evidence from your own work that meets knowledge criteria, then there is no requirement for you to be questioned again on the same topic.

**This is not an exhaustive list.*

Knowledge



Learning outcome 5

Know and understand how to maintain safe and effective methods of working when providing gel polish services

You must know and understand:	Portfolio reference
a. Your responsibilities for health and safety as defined by any specific legislation covering your job role	
b. The legal and organisational requirements for client protection and preparation	
c. The legal and organisational requirements for your own personal hygiene, protection and appearance	
d. Safe positioning techniques for yourself and your client and why using these are important	
e. The necessary environmental conditions for services, such as heating and ventilation and why these are important	
f. Why it is important to keep your work area clean and tidy	
g. Methods of cleaning, disinfection and sterilisation	
h. Methods of working safely and hygienically and which minimise the risk of cross-infection	
i. The different types of working methods that promote environmental and sustainable working practices	
j. The contra-actions that may occur, how to deal with them and what advice to give to clients	
k. The hazards and risks which exist in your workplace and the safe working practices which you must follow	
l. Suppliers' and manufacturers' instructions, which you must follow, for the safe use of equipment, materials and products	
m. The legal requirements for waste disposal	
n. The reasons for completing a service in a commercially viable time	



Learning outcome 6

Know and understand how to consult, plan and prepare for gel polish services

You must know and understand:	Portfolio reference
a. Why it is important to communicate with clients in a professional manner	
b. How to complete a consultation taking into account client's diverse needs	
c. The legal requirements for providing treatment to minors under 16 years of age	
d. The age at which an individual is classed as a minor and how this differs nationally	
e. The reasons for agreeing a service that meets the client's needs	
f. The legal significance of gaining signed, informed client consent to carry out the service	
g. The legislative requirements for storing and protecting client data	
h. How to recognise contra-indications that would prevent or restrict the service	
i. The contra-indications requiring medical referral and why	
j. The necessary action to take in relation to specific contra-indications when referring clients	
k. The reasons for not naming specific contra-indications when referring clients	
l. The different types of treatable nail and skin conditions	
m. How to conduct a nail and skin analysis	
n. The different methods used to prepare the natural nail	
o. The advice and recommendations on products and service	



Learning outcome 7

Know and understand how to apply, maintain and remove gel polish services

You must know and understand:	Portfolio reference
a. The different natural nail shapes you are likely to come across during gel polish services	
b. The reasons for shaping the free edge prior to gel polish application	
c. The different types of curing equipment, including UV or LED and the required setting times	
d. The effects of over curing and under curing on the gel polish finish	
e. The features and benefits of gel polish application and services	
f. How to adapt the gel polish service to suit individual client needs	
g. Methods of applying different gel nail finishes	
h. Methods of removing gel polish	
i. The effect on the nails and skin of the incorrect use of products and equipment	
j. The implications of layering product and how it will affect the removal process	
k. The difference between gel polish and polish and how they can be combined	
l. The problems that can occur if the gel product is too thick or too thin	
m. Different types of gel polish and their chemical background	
n. How to adapt the gel polish if combined with other nail services	
o. The anatomy of the hand and arm	
p. The structure of the nail	
q. The process of nail growth	
r. The function and structure of the skin	



Knowledge range

You must know and understand:

Health and safety*	Portfolio reference
Health and Safety at Work Act	
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)	
The Health and Safety (First Aid) Regulations	
The Regulatory Reform (Fire Safety) Order	
The Manual Handling Operations Regulations	
The Control of Substances Hazardous to Health Regulations (COSHH)	
The Electricity at Work Regulations	
The Environmental Protection Act	
The Management of Health and Safety at Work Regulations	
The Health and Safety (Information for Employees) Regulations	
Environmental and sustainable working practices*	Portfolio reference
Reducing waste and managing waste (recycle, reuse, safe disposal)	
Reducing energy usage (energy efficient equipment, low energy lighting, utilising solar panels)	
Reducing water usage and other resources	
Preventing pollution	
Using disposable items	
Using recycled, eco-friendly furniture	
Using low chemical paint	
Using organic and allergy free products using environmentally friendly product packaging	
Choosing responsible domestic products (Fairtrade tea and coffee)	
Encouraging carbon reducing journeys to work	

*Where specific legislation and regulations are stated, please make these relevant to your nation.



You must know and understand:

Diverse needs	Portfolio reference
Cultural	
Religious	
Age	
Disability	
Gender	
Contra-indications which prevent	Portfolio reference
Fungal infections	
Viral infections	
Bacterial infections	
Parasitic infections	
Severe skin conditions	
Contra-indications which restrict	Portfolio reference
Psoriasis	
Dermatitis	
Severe nail separation	
Broken bones	
Unknown redness or swelling	
Damaged nails	
Thinning nails	
Natural nail shapes	Portfolio reference
Fan	
Hook	
Spoon	
Oval	
Square	



You must know and understand:

Anatomy of the hand and arm	Portfolio reference
The bones of the lower arm and hand	
The muscles of the lower arm and hand	
The blood circulation to the lower arm and hand	
Structure of the nail	Portfolio reference
Nail plate	
Nail bed	
Matrix	
Cuticle	
Lunula	
Hyponychium	
Eponychium	
Nail wall	
Free edge	
Lateral nail fold	
Nail growth	Portfolio reference
Nail formation	
Growth rate	
Factors affecting growth	
The effects of damage on growth and nail thickness	
Nail thickness	
Structure of the skin	Portfolio reference
Dermis	
Epidermis	
Subcutaneous layer	
Appendages	