



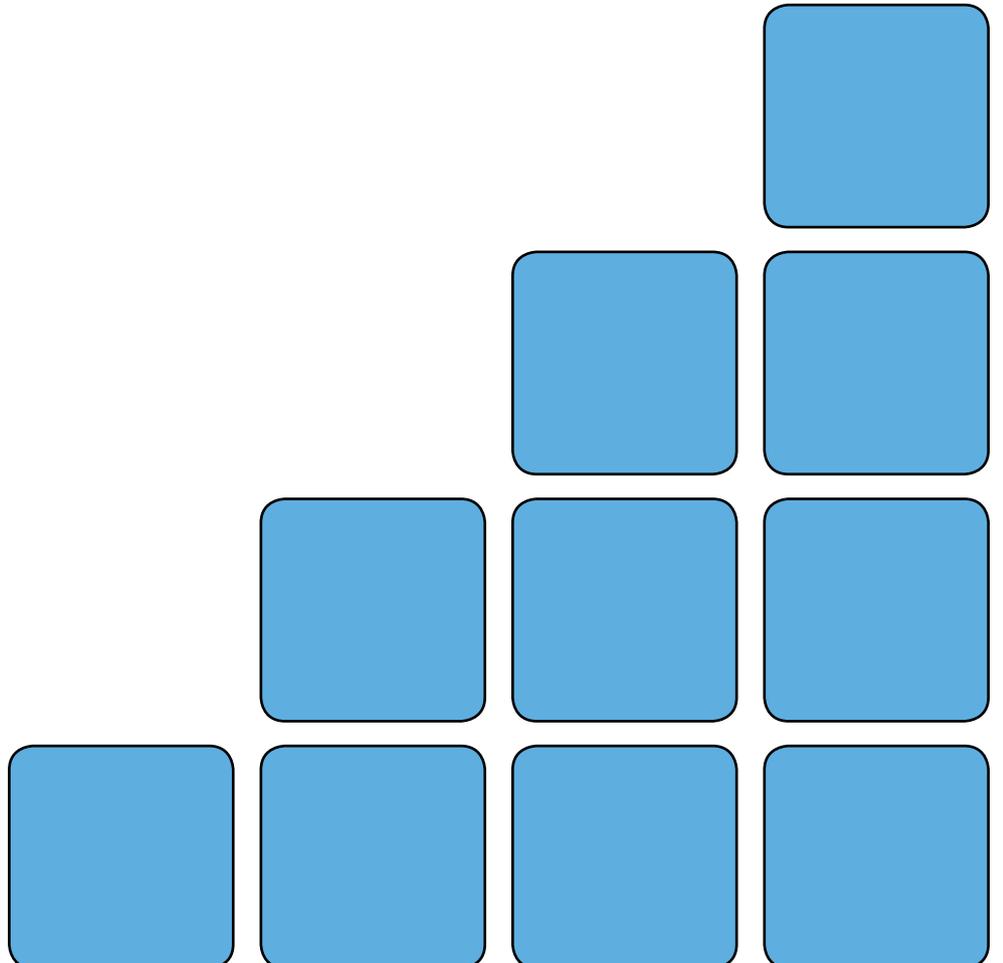
Provide facial skincare treatments

UBT167

Learner name:

Learner number:

SVQ



UBT167

Provide facial skin care treatment

This unit is about improving and maintaining facial skin condition using a variety of treatments. These treatments include: skin exfoliation, skin warming, comedone extraction, facial massage and mask treatments. Such treatments must be successfully provided to a range of clients with a variety of skin types and conditions, as is the ability to provide relevant aftercare advice.

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 this unit are:

1. Maintain safe and effective methods of working when improving and maintaining facial skin condition
2. Consult, plan and prepare for facial skin care treatments
3. Improve and maintain skin condition

NOS

SKABT4

SCQF Level

5

SCQF Credit Points

9

Observation(s)

3

External paper(s)

2



Provide facial skin care treatment

Learning outcomes

On completion of this unit you will:

1. Be able to maintain safe and effective methods of working when improving and maintaining facial skin condition
2. Be able to consult, plan and prepare for facial skin care treatments
3. Be able to improve and maintain skin condition
4. Know and understand how to maintain safe and effective methods of working when improving and maintaining facial skin condition
5. Know and understand how to consult, plan and prepare for facial skin care treatments
6. Know and understand how to improve and maintain skin condition

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, each involving a different client**. 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*
Knowledge and understanding in this unit will be assessed by external papers. **There are two external papers that must be achieved.**



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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 SKABT4 are included in this record of assessment. You must demonstrate in your everyday work that you have met this standard for providing facial skin care treatment. 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 improving and maintaining facial skin condition

You must be able to:

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



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Learning outcome 2

Be able to consult, plan and prepare for facial skin care treatments

You must be able to:

- a. Use consultation techniques to determine the client's treatment plan
- b. Ensure that informed and signed parental or guardian consent is obtained for minors prior to any treatment
- c. Ensure that a parent or guardian is present throughout the treatment for minors under the age of 16
- d. Recognise any contra-indications and take the necessary action
- e. Agree the treatment and outcomes that meet the client's needs
- f. Obtain signed, informed consent from the client prior to carrying out the treatment
- g. Cleanse the client's skin and carry out a skin analysis to determine the skin type and skin condition
- h. Select facial products and equipment for the client's skin type and skin condition

*May be assessed by supplementary evidence.

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



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Learning outcome 3

Be able to improve and maintain skin condition

You must be able to:

- a. Use facial products and equipment based on the results of the skin analysis
- b. Cleanse the skin and remove all traces of make-up
- c. Use exfoliation products and techniques suitable for the client's skin type and skin condition
- d. Use skin warming technique to meet the client's needs
- e. Carry out comedone extraction minimising discomfort to the client and with minimal damage to the skin
- f. Use and adapt massage techniques to meet the needs of the client and agreed treatment plan
- g. Apply and remove mask treatments without discomfort to the client and leave the skin clean, toned and moisturised
- h. Ensure the finished result is to the client's satisfaction and meets the agreed treatment plan
- i. Give your client advice and recommendations on the treatment provided
- j. 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			



Observation range

You must practically demonstrate that you have:

Used all consultation techniques		Portfolio reference
Questioning		
Listening		
Visual		
Manual		
Written		
Carried out a minimum of 1 necessary action		Portfolio reference
Encouraging the client to seek medical advice		
Explaining why the treatment cannot be carried out		
Modification of the treatment		
Treated all skin types		Portfolio reference
Oily		
Dry		
Combination		
Treated all skin conditions		Portfolio reference
Sensitive skin		
Mature skin		
Dehydrated skin		
Young skin		

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.



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You must practically demonstrate that you have:

Used all facial products	Portfolio reference
Eye make-up remover	
Cleansers	
Toners	
Exfoliators	
Moisturisers	
Specialised skin products	
Massage medium	
Masks	
Used both types of equipment	Portfolio reference
Magnifying light	
Skin warming devices	
Used all massage techniques	Portfolio reference
Effleurage	
Petrissage	
Tapotement	
Frictions	
Vibrations	
Provided all advice and recommendations	Portfolio reference
Suitable aftercare products and their uses	
Avoidance of activities which may cause contra-actions	
Time intervals between treatments	
Present and future products and treatments	

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

**This is not an exhaustive list.*

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.

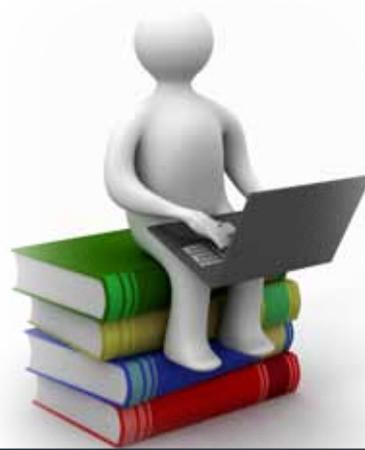
Achieving the external paper

The external paper will test your knowledge of all criteria in this section. **A pass mark of 70% must be achieved.**

Your assessor will complete this table when the 70% pass mark has been achieved.

Paper	Date achieved	Assessor initials
1 of 2		
2 of 2		

Knowledge



Learning outcome 4

Know and understand how to maintain safe and effective methods of working when improving and maintaining facial skin condition

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. The reasons for maintaining the client's modesty and privacy	
e. Safe positioning techniques for yourself and your client to prevent discomfort	
f. The necessary environmental conditions for treatments such as heating, sound and ventilation and why these are important	
g. Why it is important to keep your work area clean and tidy	
h. Methods of cleaning, disinfection and sterilisation	
i. Methods of working safely and hygienically to avoid the risk of cross-infection	
j. The different types of working methods that promote environmental and sustainable working practices	
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 the treatment in a commercially viable time	

Requirements highlighted in white will be assessed in the external paper.



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Learning outcome 5

Know and understand how to consult, plan and prepare for facial skin care treatments

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 the 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 importance of agreeing the treatment that meets the client's needs	
f. The legal significance of gaining signed, informed client consent to receive the treatment	
g. The legislative requirements for storing and protecting client data	
h. The contra-indications requiring medical referral and why	
i. How to recognise contra-indications that would prevent or restrict treatment	
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. How to recognise different skin types and conditions when conducting a skin analysis	
m. The criteria for selecting products and equipment to suit the client's skin type and condition	

Requirements highlighted in white will be assessed in the external paper.



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Learning outcome 6

Know and understand how to improve and maintain skin condition

You must know and understand:	Portfolio reference
a. The range and uses of products and equipment available for facial skin care treatments	
b. The different types of specialist skin products and how to apply them	
c. The reasons for and benefits of using different types of facial products	
d. The different types and effects of skin warming devices	
e. The methods used to safely extract comedones from the skin	
f. The different types of massage techniques and their effects	
g. How to adapt the massage techniques to suit different skin types and skin conditions	
h. The different types of mask treatments and their effects	
i. The different application and removal techniques for mask treatments	
j. The anatomy and physiology of the face and neck	
k. How environmental and lifestyle factors affect the condition of the skin	
l. How the natural ageing process affects facial skin and muscle tone	
m. Possible contra-actions which may occur, how to deal with them and what advice to give to clients	
n. The advice and recommendations on the products and treatments	

Requirements highlighted in white will be assessed in the external paper.



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.



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You must know and understand:

Diverse needs	Portfolio reference
Cultural	
Religious	
Age	
Disability	
Gender	
Contra-indications requiring medical referral	Portfolio reference
Bacterial infection – impetigo	
Viral infection – herpes simplex	
Fungal infection – tinea	
Systemic medical conditions	
Conjunctivitis	
Severe skin conditions	
Eye infections	
Acne	
Boils	
Herpes zoster and warts	
Parasitic infection such as pediculosis and scabies	
Contra-indications that would prevent or restrict	Portfolio reference
Recent scar tissue	
Eczema	
Psoriasis	
Hyperkeratosis	
Skin allergies	
Cuts	
Abrasions	
Bruising	
Styes	



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You must know and understand:

Anatomy and physiology	Portfolio reference
The structure and functions of the skin	
The actions of the face, neck and shoulder muscles, including the frontalis, corrugator, temporalis, orbicularis oculi, levators labii of the upper lip, orbicularis oris, buccinator, risorius, mentalis, zygomaticus, masseter, depressors of the lower lip, sternocleidomastoid, platysma, trapezius, pectoralis and deltoid	
Bones of the head, neck and shoulder girdle, including: <ul style="list-style-type: none"> • For the skull - occipital, frontal, parietal, temporal, sphenoid, ethmoid • For the face - zygomatic, mandible, maxillae, nasal, vomer, turbinate, lacrimal, palatine • For the neck - cervical vertebrae • For the shoulder girdle - clavicle, scapula, humerus • For the chest - sternum 	
The position of the head, face, neck, chest and shoulder girdle bones	
The position of the face, neck and shoulder muscles	
The composition and function of blood and lymph and their role in improving skin and muscle conditions	
Advice and recommendations	Portfolio reference
Additional services	
Additional products	
Products for home use that will benefit the client and those to avoid and why	
The contra-actions that may occur after facial treatments and what advice to give to clients	
The recommended time intervals for facial treatments	