

UBT108X

Spa Manicure

Unit reference number: M/507/5439

Level: 3

Guided Learning (GL) hours: 30

Overview

This unit will enable learners to provide spa manicure services to clients, treating the required areas of the hand and lower arm. Learners will develop the knowledge and skills to prepare for and provide a professional spa manicure treatment. Learners will also develop their understanding of possible contra-indications, along with indications for and benefits and effects of, professional spa manicure treatments

Learning outcomes

On completion of this unit, learners will:

LO1 Know the spa requirements for spa manicure treatments

LO2 Understand the effects and indications of a spa manicure treatment

LO3 Understand the effects and benefits of different products and techniques used in a spa manicure

LO4 Be able to prepare the client, self and work area for a spa manicure treatment

LO5 Be able to provide spa manicure treatments

Assessment requirements

Learners must produce a portfolio of evidence which includes:

1. Treatment portfolio
2. Summative practical assessment

1. Treatment portfolio

Learners must produce a treatment portfolio which contains assessed evidence covering all the theory assessment criteria in the unit. The treatment portfolio must also contain evidence relating to the practical assessment criteria.

At a minimum the practical evidence contained in the treatment portfolio for this unit must include client consultation and treatment records covering all of the following:

- Carried out a minimum of
 - 6 Spa manicure treatments should be recorded in the treatment portfolio, each incorporating exfoliation, stone therapy application and one specialised treatment - evidence of one French manicure and one dark enamel application to be included
- Used all equipment
 - Nail station or Couch
 - Trolley
 - Stool
 - Towels
 - Nail scissors/nail clippers
 - Buffer
 - Hoof stick
 - Cuticle scraper or cuticle knife
 - Cuticle nippers
 - Manicure soak bowl
 - Nail brush
 - Magnifying lamp
 - Hot and cold stones with relevant equipment
 - Infra red lamp
 - Paraffin wax heater
 - Thermal mittens
 - Paraffin wax brush
 - Hot stones
 - Most effective methods of tool sterilisation

- Used all products
 - Disinfecting fluid for tools
 - Hand sanitiser
 - Nail enamel remover
 - Cuticle cream
 - Pre-blended aromatherapy hand emollient
 - Base coat
 - Ridge filler
 - Top coat
 - Nail enamels – cream, crystalline, light, dark and French polish
 - Nail strengthener
 - Cuticle remover
 - Protective film
 - Buffing paste
 - Carrier oil
 - Paraffin wax
 - Hand exfoliator
 - Hand masks
 - Nail enamel dryer
 - Nail whiteners
 - Couch roll
 - Tissues
 - Emery boards
 - Cotton wool
 - Tipped orangewood sticks
 - Cotton buds
 - Spatulas
- Given all types of advice
 - After-care
 - Possible contra-actions
 - Post-treatment restrictions
 - Additional retail products and services

Evidence from the graded practical assessment must also be presented in the treatment portfolio.

The treatment portfolio must be completed prior to learners undertaking the graded practical skills test. Whilst treatment portfolios will not be graded, they may be sampled by the VTCT External Quality Assurer (EQA).

2. Summative practical assessment

Learners must carry out a complete treatment which will be observed and marked by centre assessors. Learners must achieve all assessment criteria in order to pass and achieve the unit.

The summative practical assessment must take place on a real client in a real or realistic working environment. At a minimum the summative practical assessment for this unit must cover:

- Treatment – one spa manicure treatment including hot and cold stones and one specialised treatment (maximum treatment time 1 hour). Enamel application must be a dark coloured enamel
- Specialised hand treatment – learners must choose from at least one of the following to compliment the spa manicure: hand exfoliator, warm oil, paraffin wax, hand mask, thermal mittens
- Equipment – nail station or couch, trolley, stool, towels, nail scissors/nail clippers, buffer, hoof stick, cuticle scraper or cuticle knife, cuticle nippers, manicure soak bowl, nail brush, magnifying lamp, hot and cold stones, infra red lamp, paraffin wax heater, thermal mittens, paraffin wax brush, autoclave, glass bead steriliser, UV cabinet
- Products – use of the most appropriate method of sterilisation from the following: disinfecting fluid for tools, hand sanitiser, nail enamel remover, buffing paste, cuticle cream, pre-blended aromatherapy hand emollient, base coat, ridge filler, top coat, nail enamels – cream, crystalline, light, dark and French polish, nail strengthener, cuticle remover, protective film, carrier oil, paraffin wax, hand exfoliator, hand masks, nail thinner, nail enamel dryer, nail whiteners, couch roll, tissues, emery boards, cotton wool, tipped orange wood sticks, cotton buds, spatulas

Recorded professional discussion can also be used as an assessment method attached to the practical assessment and is particularly useful for gathering evidence for criteria related to evaluation and reflection. Professional discussions should be planned and recorded.

Unit content

LO1 Know the spa requirements for spa manicure treatments

Describe how to set up the work area:

- Prepare the work area to allow for:
 - Ease of access and free movement around the nail station or couch
 - Effective lighting
 - Hygienic set up of couch, trolley or nail station
 - Selection of products and equipment to meet the needs of the client
- Ensure a safe working environment:
 - Clean and hygienic work area
 - The use of a suitable steriliser and sanitisation for equipment
 - Sterilised tools kept in an UV cabinet or covered with tissue until required for use
 - Ventilation
 - Effective positioning of couch or nail station and stool to allow ergonomic and safe practice

Describe how professional spa therapists present themselves:

- Clean professional uniforms create a positive impression of the spa therapist and the salon. Uniforms should be made from a comfortable fabric to facilitate the stretching involved in the treatment
- Spa therapists should wear closed in footwear, no jewellery, no piercings, hair neatly tied back, and any fringe secured
- Personal hygiene and cleanliness including showering, covering cuts and abrasions, wearing deodorant or antiperspirant, oral hygiene, including clean teeth, fresh breath, are all important elements of professional presentation

Explain the salon requirements for record keeping:

- Accurate appointment systems, stationery, loyalty, rewards, acknowledgement of occasions
- How to establish and record clear information that is accurate and in logical order, how to refer to existing records
- Why it is advisable to take photographs of the treatment area pre- and post treatments and how they should be taken
- Skin sensitivity tests, adaptations and modifications, recommendations
- Treatment planning and how to update records at the end of the treatment, update at each visit, maintained electronically, paper records

Explain the importance, purpose and methods of patch tests:

- A patch test is designed to alert the therapist to any pre-disposed skin sensitivity on the client's behalf. Any active, new or know ingredient that can potentially produce a reaction is usually patch tested 24-48 hours before treatment. All patch tests provided need to be noted and recorded, listing all products and where the patch test took place on the body if appropriate, client signature and date
- Patch testing for spa manicure would include all active or new products to be used within the treatment such as the massage medium and general products. Client records need to be updated with results. Conducted to ascertain suitability of products and sensitivity of the client

- Patch test application techniques
 - Cleanse area (either crook of elbow or behind ear)
 - Apply product to the area with a brush
 - Allow to dry
 - Leave on for a minimum of 24 hours
 - Explain positive and negative reactions
 - Remove excess product
 - Record results on record card, including products used and where placed

Explain how to interpret results of the patch test:

- Positive – red, itchy, irritated, swelling, sore
- Negative – no change to skin

Explain the insurance requirements for the delivery of spa manicure treatments:

- As a minimum a salon should hold, where applicable, employer's insurance as well as public liability insurance and professional indemnity

Describe the legal requirements for providing treatments to minors:

- The age at which an individual is classed as a minor and how this differs nationally

LO2 Understand the effects and indications of a spa manicure treatment

List the benefits and effects of products for skin and nails used in spa manicure treatments:

- Antiseptic hand sanitiser, nail polish remover, buffing paste, cuticle massage cream or oil, cuticle remover, base coat, top coat, nail enamel – frosted and pearl, cream, light, dark, French manicure, nail strengthener, nail thinner, nail whiteners, warm carrier oil - almond, paraffin wax, hand exfoliators, hand masks, aromatherapy based hand emollients, nail enamel dryer (use of products in compliance with manufacturer's instructions and any safety precautions)

Describe the indications for a spa manicure treatment:

- Longitudinal ridges, Beau's lines, leuconychia, onychorrhexis, onychoschizia, hang nails, discoloured nails, pterygium unguium, onychauxis, onychophagy, fragilitas unguium, eggshell nails, dry/dehydrated skin, regular exposure to the environment with no protection

Identify the factors that influence spa manicure treatments:

- Spa manicure treatments can only be performed if the client has no contra-indications. The therapist will need to be aware of the protocols for referral to a healthcare professional, if it is in the best interest of the client. The condition of the nails and skin will need to be factored in when advising the client of treatment outcomes
- Nail condition, hand shape, client's preference, fashion, working conditions, damage to the germinal matrix

Identify the different nail shapes:

- Oval, pointed, square, wide, long square, round, fan and hooked

Identify the variety of different equipment available for spa manicure and understand their uses:

- Manicure soak bowl, magnifying lamp, nail station, paraffin wax heater, thermal mittens, hot and cold stones, stone heater, hoof stick, nail scissors/nail clippers, cuticle knife/cuticle scraper, cuticle nippers, nail brush, buffer, emery board, tipped orange wood stick, disinfecting fluid for surfaces, aromatherapy room diffuser

List the restrictions to treatment outcomes with spa manicure:

- Client personal preferences such as choice of exfoliation, masks and specialised treatment
- Condition of nails and/or cuticles, client's availability, timescales to work to, financial commitment

Describe the contra-indications to spa manicure treatments:

- Examples of contra-indications that may prevent treatment
 - Any condition already being treated by a GP, dermatologist or another practitioner, arthritis, acute rheumatism, diabetes, inflamed nerve, nervous or psychotic conditions, medical oedema, undiagnosed pain, haemophilia, recent operations on the hands, tinea unguium or any fungal infection, Under the influence of recreational drugs or alcohol
- Examples of contra-indications that may restrict treatment
 - Any known allergies, abrasions, bruises, cuts, carpal tunnel syndrome, dermatitis, broken bones, eczema, inflammation, diarrhoea and vomiting, undiagnosed lumps or swellings, scar tissue (two years major operations or six months small scarring), recent fractures, sunburn, repetitive strain injury, onychophagy, onycholysis, psoriasis, warts, high temperature, loss of tactile sensation

List the possible contra-actions that may occur during or after a spa manicure treatment:

- Extreme adverse skin reactions – skin irritation, itching, erythema, oedema, blood spotting to cuticle, allergic reaction

Explain how to respond effectively to contra-actions:

- Discontinue treatment and remove products. Take remedial action. Record contra-action

LO3 Understand the effects and benefits of different products and techniques used in a spa manicure

Explain why it is important to use the correct techniques during spa manicure treatments:

- Filing – one direction – side to centre
- Buffing – one direction – cuticle to free edge (for traditional buffers)
- Cuticle knife or scraper applied flat to a wet nail plate and used with gentle circular movements to lift cuticle adhering to the nail plate
- Cuticle nippers applied point down to remove lifted excess cuticle
- Cuticle remover needs to be thoroughly removed due to its drying effect on cuticles
- Massage medium removed from nail plate prior to enamel

Identify the benefits of different products used during a spa manicure treatment:

- Warm oil – for example almond, apricot kernel, grapeseed, jojoba, paraffin wax, masks – herbal, anti-ageing, exfoliation – dry brushing, scrubs, stone therapy application, pre-blended aromatherapy based hand emollients, remove ingrained dirt, deep cleansing, improves skin texture, increase absorption of creams, increase circulation and lymph flow, nourishing, stimulating, soothing, softening, hydrating, improve joint mobility

Explain the holistic effects of a spa manicure treatment:

- Calming, balancing, restoring, energising

Describe the different massage techniques used in a spa manicure treatment and their benefits and effects:

- Effleurage – gentle stroking movements which introduce the hands to the area, helping relaxation and soothing nerve endings
- Petrissage – kneading and friction movements which increase the blood flow to muscular tissue and bones. These movements aid desquamation, increase removal of waste and stimulate tissues
- Tapotement – hacking and cupping which stimulates the area and breaks down tension. This movements needs adaptation depending on the area being treated and the tissue density
- Passive movements – gentle manipulation of the joints with stretching and mobility movements. Joints are kept supple, adhesions are prevented and the elasticity of the muscles is maintained
- Acupressure techniques to the thumb and palm, marma points of the hand and the chakra's location in the hand
- Stone application – calming and soothing effect of heat on tissues and joints. Improved depth and precision of massage. Effects of thermal applications of hot or cold stones

LO4 Be able to prepare the client, self and work area for a spa manicure treatment

Prepare and check the area, equipment and products prior to the spa manicure treatment:

- Prepare treatment area according to salon requirements – ensure a trolley and couch or nail station is available to use. Organise access to spa manicure products and equipment
- Prepare yourself and your client using the appropriate products or techniques
- Check the client by completing a consultation
- Ensure all equipment and products are to hand

Agree the service and check for contra-indications:

- Verbal communication – speaking manner and tone, sensitive to client, open questioning related to treatment
- Non-verbal communication – eye contact, body language, listening
- Record keeping – contra-indication check, signatures, name, address, contact numbers, age range, reason for treatment, occupation, sport/hobbies, medical history, allergies/hypersensitivity, contact lenses, contra-actions, skin sensitivity tests recorded
- Establish skin type and condition of skin and nails
 - Skin types - normal, oily, dry
 - Skin conditions – sensitive, dehydrated, mature
 - Health concerns, medication
 - Nail condition – Beau's lines, blue nail, brittle nails, bruised nails, discoloured nails, dry nails, flaking nails, hang nails, koilonychias, lamella dystrophy, leuconychia, loss of skin sensation, onychauxis(hypertrophy), onychotrophia(atrophy), onychocryptosis, onycholysis, onychomycosis, onychophagy, onychorrhhexis, onychoschizia, paronychia, onychia, pitting, pterygium unguium, sepsis, transverse ridges, longitudinal ridges, eggshell nails, black streaks, onychogryphosis, onychoptosis, sepsis
- Establish client expectations and other influencing factors
 - Skin type, nail shape, nail length and cuticle condition, most suitable treatment to improve clients skin and nail condition, finished result – colour selection for nails, medication, client's time and financial commitment
- Establish age of client and the legal requirement for providing treatments to minors

Explain the treatment procedure to the client:

- Explain how the client should position themselves for treatment, how long the treatment will take and the sensation the client should expect to feel. Discuss the client's expectations for the treatment

Instruct the client to prepare for the treatment:

- Removal of clothing as appropriate, positioning throughout the treatment

LO5 Be able to provide spa manicure treatments

Prepare the client's skin for treatment:

- Remove or protect clothing as appropriate
- Position the client with good support for the client's arm
- Explain each stage of the treatment
- The area should be cleansed using a suitable antiseptic
- Check for contra-indications

Select the equipment and products to achieve the required results:

- Selection of equipment and spa manicure products to suit client's skin requirements and treatment objectives
- Selection of equipment and techniques in accordance with manufacturers' instructions – exfoliating products, hot or cold stone application to be incorporated at various stages (such as in the soaking water to warm it, as a placement stone to warm the palm of the hand, during massage to assist outcomes. As a cool stone at the end of treatment to assist in rebalancing). Warm towels, towel heater and chosen specialised treatment - warm oil, paraffin wax, thermal mitts and masks, again to be applied at appropriate stage of treatment according to manufacturers' instructions

In line with manufacturers' instructions, carry out spa manicure treatment techniques:

- Sanitise client's hands checking for contra-indications
- Use hot or cold stone application for diaphragm release – hold hand firmly, stretch slightly and apply pressure with edge of the stone along middle of palm following the diaphragm line to encourage deeper breathing
- Remove nail enamel ensuring each nail is thoroughly covered in remover for two to three seconds, swipe over nail left, then right and drag away from the cuticle.– using finger rotation – little finger, thumb, index, 3rd and 4th finger, additional check for contra-indications
- Confirm the nail length and shape with the client – shape nails side to centre, ensuring free edge is smooth by bevelling. Emery board used at a 45° angle to the nail, strokes in one direction only and straight across. Rough side to be used for reducing length, fine side for minor filing
- Commence with non-working hand. Use the shape of the cuticle as a guide and file in one direction only – side to centre
- Bevel the edge of the nail with the fine side to remove any rough edges and prevent nails from splitting and help seal the nail plate layers
- Remove buffing paste with a spatula and applied with a cotton bud or tipped orangewood stick. Massage in circular movements to the nail plate layers
- Use buffer from cuticle to free edge – stroking downwards quickly in one direction until the plate is smooth
- Remove cuticle cream with a spatula from the jar and with a cotton bud/orangewood stick apply to the cuticles of the filed nails. Massage into the cuticles with small circular movements
- Place fingertips into a manicure bowl of warm soapy water with warm stones
- Repeat on other hand
- Carry out cuticle work using appropriate tools and techniques ensuring nail plate and surrounding skin are not damaged. Use cuticle knife on each nail to lift away any excess dead cuticle, ensure nail plate is wet when using cuticle knife and knife is held flat and not scratching the nail plate. Nippers should be used to remove only dead cuticle and cuticle should not be pulled. Wipe away onto tissue and wipe nail to remove excess cuticle remover

- Repeat on other hand
- Apply pre-blended aromatherapy based massage mediums for a hand/arm massage incorporating effleurage, petrissage and passive movements over and around joints. Use a circular movement to the thenar muscle and palm of hand with edge of warm stone. Press firmly with the edge of the stone to the sides of the thumb to close down the 7 main chakras starting from the tip to the base of thumb to finish
- Remove any oil residue from the nail plate using either a wet nail brush or damp cotton wool pads. Clean under the free edge with the hoof stick. Ask the client to replace any jewellery. Place hand over a cold stone
- Apply base coat, nail enamel and top coat to both hands whilst holding the enamel bottle in the non-working, supporting hand - even texture, no trace of nail enamel on nail wall or cuticle
- Apply quick drying spray to complete treatment
- Record outcome of treatment along with colour of nail enamel
- Prevent excess waste of treatment time and consumables by preparing effectively and working efficiently
- Reassure the client and communicate your positioning instructions clearly during the service

Provide aftercare advice:

- Allow time for the nails to dry
- The use of hand-creams containing SPF's to minimise hyper-pigmentation on the back of the hands would be recommended
- Healthy eating and advice on fluid intake is recommended to ensure the client's skin and nails are at the optimum health and receptive to future treatment
- All lifestyle activities individual to the client that may need to be considered for the individual and appropriate advice given (for example, smoking, extreme outdoor sports or a dedication to swimming)
- Recommend protective gloves for gardening, housework and in the winter
- Apply a cuticle massage cream daily
- Use nail strengtheners if nails are prone to flaking
- Use hand creams regularly, particularly at night
- Use emery boards and not metal files
- Try to avoid biting or picking the nails
- Advice and guidance provided for homecare treatments to suit the client's skin type and nail conditions
- To continue the beneficial effects of the treatment, advise the client on further treatments and retail products

Update and maintain the client treatment records:

- Record the outcomes of the treatment ensuring records are up to date with the products and equipment used including any notable outcome of treatment, aftercare given and feedback from the client

Prepare the work area for the next treatment:

- Dispose of all waste, sterilise all metal tools, sanitise work surfaces and non-metal items, gently brush the stones in warm soapy water, rinse and dry. Remove and safely store equipment and products as per manufacturer's instructions. Ensure the treatment area is left clean and prepared for the next treatment

Employability skills to be demonstrated throughout the practical assessment

Communication:

- Adapt and tailor approach for different clients, e.g. new and existing clients, male and female clients
- Allow sufficient time for the consultation and communicate clearly and concisely to explain the concept of the treatment/service, encouraging clients to ask questions; offer reassurance
- Use positive verbal communication, e.g. speaking manner and tone of voice, being supportive, respectful, sensitive to client, using open questioning to obtain information
- Use positive non-verbal communication, e.g. eye contact, body language, actively listening
- Promote goodwill and trust by using good communication

Customer service:

- Have an awareness of the principles of customer service, e.g. quality, keeping promises, managing customer expectations, customer satisfaction, speed of services and treatments, offering reassurance
- Show good practice in customer service, e.g. meeting and exceeding customer needs and expectations, demonstrating a willingness to please the customer, treating the customer as an individual
- Invest time in explaining the concept of the treatment/service clearly but concisely to the client, encouraging them to ask questions
- Deal quickly and effectively with any complaints or issues, e.g. know whom to refer to if needed
- Know the importance of customer service to a business, e.g. professional image, reputation, customer retention, customer satisfaction, customer relationships
- Know the impact of poor customer service, e.g. dissatisfied customers will seek out competitors, loss of reputation, loss of profit, frequent complaints
- Manage client expectations and identify requirements

Commercial and environmental awareness:

- Adopt eco-friendly and cost-efficient use of resources, minimising waste, e.g. all products measured correctly; efficient use and correct disposal of consumables; recycling where possible
- Be aware of others and protect their 'space' when using products, specifically aerosols, e.g. sprays used in nail treatments or hair services
- All used products will be disposed of in accordance with the salon rules and legislative guidelines
- Ensure all electrical equipment switches are turned off when not in use
- Identify opportunities to promote and sell additional products and treatments, e.g. during consultation or when providing aftercare advice
- Talk and actively listen to gain knowledge of client preferences and routines so that the retail selling approach is personalised
- Be aware of competitors for commercial success, e.g. local salon offers and promotions, new treatments/services
- Know the unique selling points of treatments/services to offer the most appropriate advice

- Know business goals and sales targets to encourage focus on the vision of the business and its long term goals, e.g. seasonal promotional offers
- Know how to advertise and display special offers, promotions, e.g. local newspaper stories, awards, photographs, thank you letters/cards
- Promote any loyalty schemes or special offers for repeat/new clients and the benefits of other products and services, e.g. buy one get one free, introductory offers
- Offer new/additional products and services to existing or new clients to promote self/salon experiences
- Ensure the cost reflects the time taken to provide the treatment/service, reflecting commercial times allocated, e.g. tailor cost to client characteristics

Skin cancer awareness

Please note this information will not be assessed for the achievement of this unit.

Public awareness of skin cancer has never been higher, and yet skin cancer remains the fastest growing cancer in the UK, especially amongst young people. The chances of a positive outcome can be dramatically increased with early identification and diagnosis.

Professionals in hair, beauty, sports massage and health and wellbeing industries work closely with clients and in many cases have sight of areas of skin which may not be easily visible to the client. An informed awareness of the signs, symptoms and changes of appearance to be aware of when checking for early signs of cancer is a crucial tool for the conscientious practitioner in order to provide the most thorough service and in some cases, possibly lifesaving information signposting.

Signs to look for when checking moles include utilising the ABCDE guide:

A - Asymmetry – the two halves of the area/mole may differ in their shape and not match.

B - Border – the edges of the mole area may be irregular or blurred and sometimes show notches or look 'ragged'.

C - Colour – this may be uneven and patchy. Different shades of black, brown and pink may be seen.

D - Diameter – most but not all melanomas are at least 6mm in diameter. If any mole gets bigger or changes see your doctor.

E - Elevation/evolving – elevation means the mole is raised above the surface and has an uneven surface. Looks different from the rest or changing in size, shape or colour. Anyone can get a suspicious mole or patch of skin checked out for free by the NHS by visiting their doctor, who may then refer to a dermatologist (an expert in diagnosing skin cancer).

If you require any additional NHS information please refer to <https://www.nhs.uk/be-clear-on-cancer/symptoms/skin-cancer>

If your learners are interested in learning more about skin cancer awareness alongside this qualification, VTCT runs the following qualification: VTCT Level 2 Award in Skin Cancer Awareness for Non-Healthcare Professionals.

This qualification has been specifically designed for those working in the sports massage, health and wellbeing, beauty, hairdressing and barbering sectors. It will enable learners to identify any changes to their client's skin and to highlight those changes to the client using appropriate language and communication skills. It will enable the learner to raise awareness of skin cancer and signpost their clients to public information about skin cancer.

This qualification will enable hair, beauty and wellbeing professionals to gain the appropriate knowledge and communication skills required to provide non-diagnostic, professional advice and information to clients in a discrete, empathetic and confidential manner.

For more information please refer to the Record of Assessment book:

<https://qualifications.vtct.org.uk/finder/qualfinder/1Record%20of%20Assessment%20Book/AG20529.pdf>

Assessment criteria

In order to pass this unit, learners must achieve all pass criteria. The pass criteria relate to the proficient demonstration of skills and knowledge.

Learning outcome The learner must:	Pass The learner can:
LO1 Know the spa requirements for spa manicure treatments	P1 Describe how to set up the work area
	P2 Describe how professional spa therapists present themselves
	P3 Explain the salon requirements for record keeping
	P4 Explain the importance, purpose and methods of patch tests
	P5 Explain how to interpret results of the patch test
	P6 Explain the insurance requirements for the delivery of spa manicure treatments
	P7 Describe the legal requirements for providing treatments to minors
LO2 Understand the effects and indications of a spa manicure treatment	P8 List the benefits and effects of products for skin and nails used in spa manicure treatments
	P9 Describe the indications for a spa manicure treatment
	P10 Identify the factors that influence spa manicure treatments
	P11 Identify the different nail shapes
	P12 Identify the variety of different equipment available for spa manicure and understand their uses
	P13 List the restrictions to treatment outcomes with spa manicure
	P14 Describe the contra-indications to spa manicure treatments
	P15 Describe the contra-actions to spa manicure treatment
	P16 List the possible contra-actions that may occur during or after a spa manicure treatment
	P17 Explain how to respond effectively to contra-actions
LO3 Understand the effects of different products and techniques used in a spa manicure	P18 Explain why it is important to use the correct techniques during spa manicure treatments
	P19 Identify the benefits of different product used during a spa manicure treatment
	P20 Explain the holistic effects of a spa manicure treatment
	P21 Describe the different massage techniques used in a spa manicure treatment and their benefits and effects
LO4 Be able to prepare the client, self and work area for a spa manicure treatment	P22 Prepare and check the area, equipment and products prior to the spa manicure treatment
	P23 Agree the service and check for contra-indications
	P24 Explain the treatment procedure to the client
	P25 Instruct the client to prepare for the treatment
LO5 Be able to provide spa manicure treatments	P26 Prepare the client's skin for treatment
	P27 Select the equipment and products to achieve the required results
	P28 In line with manufacturer's instructions, carry out spa manicure treatment techniques
	P29 Provide aftercare advice
	P30 Update and maintain client treatment records
	P31 Prepare the work area for the next treatment

Assessment guidance

Assessors must use the amplified assessment guidance in this section to judge whether assessment criteria have been achieved in the practical assessment.

P22 Prepare and check the area, equipment and products prior to the spa manicure treatment

Learners must demonstrate that they have set up the treatment area in line with treatment health and safety requirements. All the required products for the treatment are to hand and are fully stocked in advance.

P23 Agree the service and check for contra-indications

Learners must demonstrate that they have consulted with the client using appropriate questioning techniques, as well as conducting visual and manual checks for contra-indications. Learners must explain the treatment in full to the client and ascertain the client's treatment expectations. Learners must correctly identify the client's skin type and skin and nail condition and any treatment limiting conditions during the consultation and recommend the most appropriate spa manicure treatment. Any treatment preferences should also be discussed and agreed with the client.

P24 Explain the treatment procedure to the client

Learners must explain the treatment step by step to the client and ascertain the client's expectations of the treatment. At a minimum the explanation should include the treatment procedure for a spa manicure, the benefits of the chosen products used and what effects should be expected after the treatment. Any treatment preferences should also be discussed and agreed with the client

P25 Instruct the client to prepare for the treatment

Learners must demonstrate that they have provided their client with instructions on how to prepare for the spa manicure. Learners must demonstrate that they instructed the client as to what (if any) clothing or jewellery needed to be removed, with safe storage offered. Advice and guidance must be provided to the client on how to position themselves for safety and comfort and to facilitate the treatment. Learners must demonstrate that they have checked with the client at regular intervals throughout the treatment to ensure the client's comfort.

P26 Prepare the client's skin for treatment

Learners must demonstrate that they have sanitised the area using suitable products.

P27 Select the equipment and products to achieve the required results

Learners must demonstrate that they have chosen the correct products for the client's skin and nail conditions. Based on factors established during the consultation, a minimum level of proficiency for selection of the most appropriate products could be demonstrated by choosing the correct type of exfoliation, mask, or deciding which specialised treatment to apply to the client to best suit the skin and nail condition being treated.

Learners must demonstrate neat application and removal of chosen products using warm towels when required. Learners must carry out the exfoliation, mask, hot and cold stone application and chosen specialised treatment (warm oil, paraffin wax, thermal mittens) at the appropriate stage of treatment according to the manufacturers' instructions.

P28 In line with manufacturer's instructions, carry out spa manicure treatment techniques

Learners must demonstrate that they have used a well-lit magnifying lamp to illuminate the area to be treated, correctly supported and protected the client's clothing. Learners must demonstrate neat removal of existing nail enamel, minimising skin staining surrounding the nail plate. Learners must dispose of nail cuttings appropriately. Filing of the nails must be at the correct angle and in one direction. Learners must demonstrate that the length and shape of the nail meets with the client's expectations. Learners must demonstrate ability to work with a finger rotation to maximise the end result.

Learners must demonstrate that nail treatment products are applied in the correct sequence and facilitate the professional and effective use of the manicure tools used.

Learners when applying cuticle remover to the affected cuticles must avoid excess drying of cuticles. Learners must select and use the cuticle tools effectively. The cuticle scraper/cuticle knife must be used on a wet surface with no damage to the nail plate or cuticle. The cuticle nippers must be used point down to remove any lifted cuticle from the nail plate and should not pull the cuticle. Explanation of overgrown cuticles is given to the client. Learners must leave neat cuticles with the free edge being smooth and sealed. Disposal of dead skin must meet health and safety requirements.

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Massage techniques must be smooth and rhythmic and be appropriate for the client, with adaptation of depth being demonstrated between manual and stone massage to the palm of the hand.

Learners must demonstrate correct preparation of the nail prior to painting. Learners must demonstrate ability to work with a finger rotation to maximise the end result. Learners should demonstrate that they have allowed the client time to re-apply jewellery prior to nail enamel application. Nail enamel application must reflect a smooth, even texture, straight even edges with no trace of nail enamel on nail wall or cuticle.

P29 Provide aftercare advice

Learners must demonstrate that they have provided the client with a minimum of the following advice:

- Information on further specialised hand treatment options, avoid touching the nails for 2-3 hours.
- Lifestyle activities that may need to be considered to prolong the life of the nail enamel.
- Advice on retail products to continue the beneficial effects of treatment, advice on how to deal with contra-actions.

P30 Update and maintain client treatment records

Learners must demonstrate that they have updated the client records in line with salon requirements to record the condition of the nails, cuticles and hands. Learners must demonstrate clear reflection of the effectiveness of treatment and record the outcome on the client's record card. Treatment improvements can be demonstrated by amending and updating future recommended treatment plans

P31 Prepare the work area for the next treatment

Learners must demonstrate that they have prepared the treatment area by wiping down the trolley, couch, magnifying lamp and sterilised all metal tools, removed and stored products and non-used consumables, removed and laundered used towels, thrown away couch roll or used consumables, secured and removed the sharps box, refreshed the consumables used and ensured ease of set up for next therapist.

Resources

The special resources required for this unit are access to a real or realistic working environment which supports the provision of spa manicure treatments. Learners must also have access to health and safety standards, manufacturers' instructions and spa manicure products and equipment.

Delivery guidance

Teachers are encouraged to use innovative, practical and engaging delivery methods to enhance the learning experience. Learners may benefit from:

- Meaningful employer engagement so they relate what is being learned to the real world of work and understand commercial competency and the use of products, tools and equipment
- Work experience within a spa or salon so they can practise to hone their skills in a real environment
- Using interactive information and technology, systems and hardware so they can learn about concepts and theories, research current trends, research product knowledge and produce visual aids

Links with other units

This unit is closely linked with the following units:

UCO28M Health and safety in the salon

The Health and safety unit will provide knowledge and understanding of the responsibilities for health and safety as defined by any specific legislation covering the role of the professional therapist. This unit greatly underpins all practical unit delivery. Learners will be required to apply their knowledge and understanding of health and safety when preparing for and providing make-up services in real or realistic working environment.

UBT90M Client care and consultation

Client consultation before all beauty/spa treatments is a legal requirement and failure to consult properly with clients prior to treatment could invalidate beauty therapy insurance. It is essential that beauty therapists elicit information from their clients about their medical history, including any allergies as well as checking for contra-indications. The client consultation unit underpins all technical units within this qualification and should be delivered prior to the delivery of any technical beauty therapy units.

UBT115M Anatomy and physiology for nail services

Knowledge of the structure and function of the skin and nails, as well as skin and nail diseases and disorders most significantly underpins the knowledge and practical skills gained in this unit. Other elements of anatomy and physiology are also relevant to this unit in terms of understanding contra-indications to treatment as well as possible contra-actions.

Version	Details of amendments	Date
v8	Skin cancer awareness page added	13/06/17