UBT150X
Create and cast small prosthetic pieces and bald caps

Unit reference number: K/507/5505
Level: 3
Guided Learning (GL) hours: 50

Overview
This unit will enable learners to create and cast small prosthetic pieces and bald caps following a design plan. Learners will develop the knowledge and skills to create and cast a variety of pieces designed to be used in conjunction with the media make-up unit. This will ensure that the pieces created are fit for the design plan and the client/model. Learners will develop their understanding of how to use and maintain products and equipment accurately, along with their knowledge of the different processes involved.

Learning outcomes
On completion of this unit learners will:

LO1 Know the studio requirements for creating and casting small prosthetic pieces and bald caps
LO2 Understand how to plan and prepare for creating and casting small prosthetic pieces and bald caps
LO3 Be able to prepare self, model and work area for creating and casting small prosthetic pieces and bald caps
LO4 Be able to create and cast small prosthetic pieces and bald caps
Assessment requirements

Learners must produce a portfolio of evidence which includes:

1. Service portfolio
2. Summative practical assessment

1. Service portfolio

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

At a minimum the practical evidence contained in the service portfolio for this unit must include design plans, client/model consultation and service records covering all of the following:

- Create and cast a minimum of 3 pieces (not including the practical assessment)
  - 1 bald cap
  - 2 prosthetic pieces

These are to be applied in conjunction with the service portfolio in the media make-up unit

- Used all equipment
  - Sponges
  - Moulding and modelling tools
  - Bald cap block
  - Plastic to make bald cap template
  - Tape measure
  - Comb
  - Hair pins or clips
  - Work area
  - Chair
  - Measuring equipment
  - Scissors
  - Cradle (for positive lifecast)
  - Brushes
  - Bowl
  - PPE (mask/apron/gloves)
  - Towels
  - Notebook
  - Pencil, marker pens, sticky tape
  - Camera
  - Cotton wool pads/buds
  - Hairdryer
  - Mixing spatula/whisk
- Used all products
  - Skin preparation products (cleanser/toner/moisturiser)
  - Hand sanitiser
  - Barrier cream
  - Gelatine
  - Latex
  - Silicone
  - Cap plastic
  - Alginate
  - Plaster bandage
  - Plaster
  - Adhesives (spirit gum/pros-aide/duo)
  - Adhesive remover
  - Cast sealer
  - Release agent
  - Petroleum jelly
  - Sculpting clay
  - Floating agent
  - Hair product to flatten hair (soap, gel etc)
  - Translucent powder
  - Flocking
  - Pigment

- Used all techniques
  - Negative cast/mould
  - Positive cast/mould
  - Flat mould
  - Encapsulation
  - Floating the cast
  - Flocking
  - Pre-pigmentation
  - Sculpting
  - Bald cap template

- Provided all aftercare
  - Remove all traces of the product from the client/model using appropriate products and methods
  - Ensure the client/model is styled to suit their requirements

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

Evidence from the summative practical assessment must also be presented in the service portfolio.
2. Summative practical assessment

Learners must create and cast pieces which will be observed, and marked by centre assessors. These pieces are to be used in conjunction with the graded practical assessment in the media make-up unit to ensure that it fits the design plan and is suitable for the client/model. Learners must achieve all assessment criteria in order to pass and achieve the unit.

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

- Creating 1 bald cap
- Creating at least 1 prosthetic piece

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 studio requirements for creating and casting small prosthetic pieces and bald caps

Describe how to set up the work area:
- Prepare the work area to ensure:
  - Ease of access and free movement around the subject
  - Effective lighting and comfortable temperature
  - Hygienic set up of the working area
  - Adequate ventilation to avoid product build up in the atmosphere
  - Correct positioning of the make-up artist and model
  - Ease of access to tools and equipment

Explain how professional make-up artists present themselves:
- Clean and professional clothing creates a positive impression of the make-up artist. Clothing should be made from a comfortable fabric to facilitate the stretching involved in the service.
  - Clean and professional uniform or clothing
  - Closed-in footwear, no jewellery, hair neatly tied back, light day make up
  - Personal hygiene requirements observed (freshly showered, clean hair, deodorant or antiperspirant), oral hygiene (teeth brushed, fresh breath), short, clean nails

Describe the studio requirements for record keeping:
- Accurate appointment systems, stationery, loyalty/rewards cards, acknowledgement of occasions
- Consultation record keeping, contra-indications, signatures, refer to existing records, information clear, accurate and in logical order (name, address, contact numbers, age range, reason for application, allergies/hypersensitivity, contact lenses, contra-actions
- Skin sensitivity tests, adaptations and modifications, recommendations
- Treatment plan, update record at the end of the treatment, update at each visit, maintained electronically, paper records

Explain the importance of professional, ethical conduct:
- To achieve client/model satisfaction and enhance professional reputation, make-up artists must always behave professionally
  - Polite, cheerful and friendly manner
  - Maintain a good relationship with the client/model
  - Respect confidentiality and avoid gossip
  - Show loyalty to client/model/employer
  - Take pride in own work
  - Be punctual and organised in advance

Explain the insurance requirements for creating and casting prosthetic pieces and bald caps:
- As a minimum a salon should hold, where applicable, employer’s liability insurance as well as public liability insurance and professional indemnity

Explain the legal requirements for providing treatments to minors:
- The age at which an individual is classed as a minor and how this differs nationally
Explain the importance, purpose and methods of patch tests:

- A patch test is designed to alert the therapist to any pre-disposed skin sensitivity of the client/model. Any active, new or known ingredient that can potentially produce a reaction is usually patch tested 24-48 hours before treatment. Records of all patch tests provided need to be noted, recording all products and where patch test took place on the body if appropriate, client/model signature and date.

- Patch testing for prosthetic pieces and bald caps would include all products to be used within the treatment but particularly the cleansing products, moulding materials, adhesives and adhesive remover. Client/model records updated with results. Conducted to ascertain suitability of products.

Explain how to interpret results of the patch test:

- Positive – red, itchy, irritated, swelling, sore
- Negative – no change to skin
LO2 Understand how to plan and prepare for creating and casting small prosthetic pieces and bald caps

Describe how to conduct research for creating and casting prosthetics:
- Compile a mood board using a variety of sources to include books, magazines, internet, specialised trade magazines, exhibitions, museums, music videos, TV, fashion, historical research, film, musicals, theatre
- Use the research to develop sketches, face and body designs
- Understand the importance of the client/model’s design brief and how to present potential designs to the client/model

Describe the contra-indications that prevent and restrict creating and casting small prosthetic pieces and bald caps:
- Identify examples of contra-indications that prevent creating and casting small prosthetic pieces and bald caps and the reasons why
  - Bacterial (impetigo), viral (herpes zoster) and fungal (tinea corporis) skin diseases
  - Severe skin conditions (psoriasis)
  - Eye infections (conjunctivitis)
  - Parasitic infections (scabies)
  - Severe bruising
  - Undiagnosed lumps or swelling
  - Severe sunburn
- Identify examples of contra-indications that restrict creating and casting small prosthetic pieces and bald caps and the reasons why
  - Respiratory conditions (asthma)
  - Skin allergies
  - Cuts and abrasions
  - Bruising
  - Styes
  - Claustrophobia
  - Facial piercings
  - Minor skin disorders
  - Mild sunburn

Describe the products available and their uses for creating and casting small prosthetic pieces and bald caps:
- Skin preparation products (cleanser/toner/moisturiser)
- Hand sanitiser
- Barrier cream
- Gelatine
- Latex
- Silicone
- Cap plastic
- Alginate
- Plaster bandage
• Plaster
• Adhesives (spirit gum/pros-aide/duo)
• Adhesive remover
• Cast sealer
• Release agent
• Petroleum jelly
• Sculpting clay
• Floating agent
• Hair product to flatten hair (soap, gel etc)
• Translucent powder
• Flocking
• Pigment

Describe the equipment available for creating and casting small prosthetic pieces and bald caps:
• Sponges
• Moulding and modelling tools
• Bald cap block
• Plastic to make bald cap template
• Tape measure
• Comb
• Hair pins or clips
• Work area
• Chair
• Measuring equipment
• Scissors
• Cradle (for positive lifecast)
• Brushes
• Bowl
• PPE (mask/apron/gloves)
• Towels
• Notebook
• Pencil, marker pens, sticky tape
• Camera
• Cotton wool pads/buds
• Hairdryer
• Mixing spatula/whisk
Explain the techniques for creating and casting small prosthetic pieces and bald caps:

- Ensure that the correct application techniques are used to produce a precise and professional finish to meet the design plan
  - Negative cast/mould
  - Positive cast/mould
  - Flat mould
  - Encapsulation
  - Floating the cast
  - Flocking
  - Pre-Pigmentation
  - Sculpting
  - Bald cap template
LO3 Be able to prepare self, model and work area for creating and casting small prosthetic pieces and bald caps

**Prepare a design plan for the prosthetic piece:**
- Use suitable sources of information to research ideas on themes for the design plan
- Present a mood board to reflect the research conducted
- Develop design plan(s) for the face and body to reflect accurately the look, products/equipment and techniques needed

**Prepare and check the area, equipment and products prior to the service:**
- Set up the work area to meet legal, hygiene and service requirements
- Weigh and measure key ingredients
- Make sure that environmental conditions are suitable for the client/model and the service
- Position equipment and materials for ease and safety of use
- Ensure all tools and equipment are effectively cleaned and reassembled using the correct methods

**Agree the service and check for contra-indications:**
- Use consultation techniques in a polite and friendly manner to determine the design and areas of application
- Ask the client/model appropriate questions to identify if they have any contra-indications to the process
- Encourage the client/model to ask questions to clarify any points
- Take the necessary action in response to any identified contra-indications
- Ensure that any relevant products have been tested for skin sensitivity 24-48 hours in advance

**Ensure that clothing, hair and accessories are effectively removed/protected before application:**
- Remove any clothing in the application area and store neatly and safely
- Protect the hair with a disposable cap or headband
- Assist the client/model to remove jewellery/glasses/contact lenses and store safely during the service

**Remove existing make-up and prepare client/model’s skin and hair before application:**
- Choose and apply suitable cleansing, toning and moisturising products for the skin type using effective methods
- Apply barrier if required
- Ensure client/model’s skin is fully prepared
LO4 Be able to create and cast small prosthetic pieces and bald caps

Select the appropriate products to complete the agreed design plan:
- Choose the desired products to suit the design plan and budget
- Ensure product compatibility

Cast and create prosthetic pieces and bald caps using safe and hygienic working methods:
- Use equipment and products suitable for the agreed design plan and following manufacturers’ instructions
- Use appropriate techniques in a controlled way to achieve the desired result
- Carry out procedures in the correct sequence
- Use techniques that minimise the risk of products being spread outside the treatment area and surrounding environment
- Effectively adjust the application techniques according to the design plan
- Ensure that any bald cap used in the casting process is securely applied and blended seamlessly
- Ensure that the service is cost effective

Ensure the prosthetic pieces and bald caps are fit for purpose in accordance with the agreed design plan:
- Ensure all created pieces fit correctly and achieve the desired look and agreed design plan
- Visually check the finished application against the design plan during and after application
- Discuss the finished application with the client/model to confirm their comfort and a successful result

Ensure the correct storage of all bald caps and prosthetic pieces:
- Ideally a bald cap should be stored on a bald cap block to retain its shape, if this is not possible at least store it in a dark, dry place. Sprinkle it with talc to stop it from sticking together
- The prosthetic pieces should be stored on the positive mould that they were made on to keep the shape, like the bald cap at least store in a cool, dark dry place. Gelatine prosthetics can be stored in the fridge. Generally the products used to make either bald caps or prosthetics need protecting from frost, moisture, extreme heat and direct sunlight
- Wigs will be stored in the same way to help maintain the style if kept on a block
Employability skills to be demonstrated throughout the practical assessment

Communication:
- Adapt and tailor approach for different client/models, e.g. new and existing client/models, male and female client/models
- Allow sufficient time for the consultation and communicate clearly and concisely to explain the concept of the treatment/service, encouraging client/models to ask questions; offer reassurance
- Use positive verbal communication, e.g. speaking manner and tone of voice, being supportive, respectful, sensitive to client/model, 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/model, 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/model 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/model 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 client/models 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 client/models 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/model characteristics
**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.

<table>
<thead>
<tr>
<th>Learning outcome</th>
<th>Pass</th>
<th>The learner can:</th>
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<tbody>
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<td>P1</td>
<td>Describe how to set up the work area</td>
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<td><strong>LO2</strong> Understand how to plan and prepare for creating and casting small prosthetic pieces and bald caps</td>
<td>P9</td>
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<td>Describe the products available and their uses for creating and casting small prosthetic pieces and bald caps</td>
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<td>Describe the equipment available for creating and casting small prosthetic pieces and bald caps</td>
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<td>Explain the techniques for creating and casting small prosthetic pieces and bald caps</td>
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<td><strong>LO3</strong> Be able to prepare self, model and work area for creating and casting small prosthetic pieces and bald caps</td>
<td>P14</td>
<td>Prepare a design plan for the prosthetic piece</td>
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<td>P15</td>
<td>Prepare and check the area, equipment and products prior to the service</td>
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<td>P16</td>
<td>Agree the service and check for contra-indications</td>
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<td>P17</td>
<td>Ensure that clothing, hair and accessories are effectively removed/protected before application</td>
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<td>P18</td>
<td>Remove existing make-up and prepare client/model’s skin and hair before application</td>
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<td><strong>LO4</strong> Be able to create and cast small prosthetic pieces and bald caps</td>
<td>P19</td>
<td>Select the appropriate products to complete the agreed design plan</td>
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<td>P20</td>
<td>Create and cast prosthetic pieces and bald caps using safe and hygienic working methods</td>
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<td>P21</td>
<td>Ensure the prosthetic pieces and bald caps are fit for purpose in accordance with the agreed design plan</td>
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<td>P22</td>
<td>Ensure the correct storage of all bald caps and prosthetic pieces</td>
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Assessment guidance

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

<table>
<thead>
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<th>P14 Prepare a design plan for the prosthetic piece</th>
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<tbody>
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<td>Learners must present a mood board to show research conducted to reflect the brief. They must also then develop a design plan to detail their final look for all areas of application and make reference to the products/equipment and techniques needed to complete the service.</td>
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<th>P15 Prepare and check the area, equipment and products prior to the service</th>
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<td>Learners must demonstrate that they have set up the work area to meet legal, hygiene and service requirements. Environmental conditions (heating and lighting) are suitable for the client/model and the service, the work area is well ventilated to avoid product build-up in the atmosphere. Equipment and materials are all positioned for ease and safety of use. Tools and equipment are effectively cleaned and assembled using the correct methods.</td>
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<th>P16 Agree the service and check for contra-indications</th>
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<td>Learners must demonstrate that they have consulted with the client/model using appropriate questioning techniques as well as conducting visual and manual checks for contra-indications. Learners should explain the treatment in full to the client/model and obtain agreement to the finished design. Learners should correctly identify the client/model’s skin type and select appropriate products to achieve the desired result. A skin sensitivity test should be carried out 24-48 hours prior to the service and the results recorded.</td>
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<th>P17 Ensure that clothing, hair and accessories are effectively removed/protected before application</th>
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<td>Learners must ensure that the client/model is fully prepared to receive the service. Hair must be protected with a disposable cap or styled in advance depending on the design plan. Any clothing in the treatment area must be protected. Client/model modesty and privacy must be maintained at all times with any exposed areas covered until application. Accessories/jewellery must be removed and placed in a safe place with client/model’s belongings.</td>
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<th>P18 Remove existing make up and prepare client/model’s skin and hair before application</th>
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<tr>
<td>Learners must use effective cleansing techniques/products to remove fully all existing make-up from the client/model’s skin. The skin should then be cleansed, toned and prepared with a barrier cream if required.</td>
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<th>P19 Select the appropriate products to complete the agreed design plan</th>
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Learners must demonstrate that they have chosen the correct product types to suit the client/model’s skin type, design plan and budget. The product selection should be indicated in the design plan.

### P20 Create and cast prosthetic pieces and bald caps using safe and hygienic working methods

Learners must use equipment and products suitable for the agreed design plan and budget, following manufacturers’ instructions. Appropriate techniques to be used in a controlled way and procedures carried out in the correct sequence. Learners must be mindful of cost effectiveness and reduce and minimise waste.

### P21 Ensure the prosthetic pieces and bald caps are fit for purpose in accordance with the agreed design plan

Learners must demonstrate that all elements of the completed piece combine to achieve the desired look and meet the agreed design plan. This should be a reflection of the research and practice conducted. The completed piece should meet the design brief, be original and suited to the client/model. Verbal feedback should be obtained from the client/model/employer to ensure client/model satisfaction.

### P22 Ensure the correct storage of all bald caps and prosthetic pieces

Learners must demonstrate that they have advised/assisted the client/model on how to remove the pieces using suitable techniques and products and in line with manufacturer’s instructions. They must also correctly store bald caps and prosthetic pieces to ensure durability. Learners must also advise the client/model that in the event of a contra-action occurring (e.g. itching, swelling, erythema) they should remove the piece immediately, apply a cold compress to the skin, followed by a soothing product and contact their GP if symptoms persist/worsen.
Resources
The special resources required for this unit are access to a real or realistic working environment which supports the provision of creating and casting small prosthetic pieces and bald caps. Learners must also have access to the specialist equipment and products required to create and cast small prosthetic pieces and bald caps.

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 competence and the use of products, tools and equipment
- Work experience within the make-up industry 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
Health and safety should be delivered first since it greatly underpins the present unit. Specifically, learners will be required to apply their knowledge and understanding of health and safety when preparing for and providing media make-up applications in real or realistic working environments.

UBT90M Client care and consultation
Client consultation before all make-up treatments is actually a legal requirement and failure to consult properly with clients prior to treatment could invalidate insurance. It is essential that make-up artists 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 make-up units.

UBT120M Anatomy and physiology for make-up services
Knowledge of the structure and function of the skin, as well as skin 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. Knowledge of the underlying muscles and bone structure is relevant to be able produce a realistic sculpt.

UBT126M Media Make-up
Created pieces must be applied to ensure they fit the model and can be used in conjunction with the agreed design plan.