UBT92X
Body analysis

Unit reference number: H/507/5521
Level: 3
Guided Learning (GL) hours: 10

Overview
On completion of this unit learners will have a greater understand of how to complete a body analysis on a client. Body analysis is the part of a professional body therapy treatment where the therapist studies and assesses the client’s posture, figure, muscle tone, skin condition and BMI to determine the correct recommendations for further treatment to meet the client’s individual needs. This unit will cover the required underpinning knowledge to allow the learner to provide professional body analysis services.

Learning outcomes
On completion of this unit, learners will:

LO1 Know how to complete a body analysis
LO2 Be able to complete a body analysis
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 treatment portfolio for this unit must include client consultation and treatment records – evidencing where a body analysis treatment was provided covering all of the following:

- Used all equipment and tools
  - Consultation card with figure analysis charts
  - Tape measure
  - Weighing scales
  - Stadiometers or height chart
  - Plumb line
  - Skin fold callipers
- Carried out analysis to cover
  - Postural faults or deviations
  - Figure faults or deviations
  - Body type
  - Fat type and presence of cellulite
  - Muscle tone
  - Fluid retention
  - BMI
- Given all types of advice
  - Aftercare (recommended course of treatment)
  - Possible contra-actions
  - Improvements to posture, diet, lifestyle
  - Post treatment restrictions
  - Additional products and services

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

The treatment portfolio is a requirement which must be completed prior to learners undertaking the one summative practical assessment.
2. Summative practical assessment

Learners must carry out a complete body analysis service 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 in a real or realistic working environment on a real client. At a minimum the summative practical assessment for this unit must cover:

- One full body analysis completed as part of the consultation process for body therapy treatments. Recommended consultation time to include body analysis 40 minutes maximum
- Consultation card with figure analysis charts, tape measure, weighing scales, stadiometers/height chart, plumb line, skin fold callipers

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 how to complete a body analysis

Explain the reasons for carrying out an analysis on a client before starting a treatment:
- Consultation is the process for gaining information about the client to assist the therapist developing their knowledge of the individual to match it to their personal skills, abilities and attitudes and documenting the same
- The body analysis is a tool used to reaffirm the information gathered during consultation to assist in more accurately identifying skin types, muscle tone, postural or figure faults, indications for and contra-indication to treatment. Body analysis helps identify the general and specific concerns, along with the correct products to use and treatment to perform

Describe the equipment available to achieve a thorough body analysis:
- Consultation card with figure analysis charts, tape measure, weighing scales, stadiometers/height chart, plumb line, skin fold callipers

Describe what to look for during body analysis:
- Analysis is performed to establish postural faults or deviations, figure faults or deviations, body type, fat type and presence of cellulite, muscle tone, fluid retention, BMI

Describe good posture:
- Head held up, arms loose at the side of the body, back held straight but not stiff. Abdomen pulled in, hips level, knees aligned and gently flexed but not locked, buttocks pulled in, feet hip width apart with weight evenly distributed

Describe common figure faults:
- Kyphosis, lordosis, scoliosis, knock knees, bow legs, pigeon toes, flat feet, pigeon chest, round shoulders

Describe the three main body types:
- Endomorph, mesomorph, ectomorph

Define muscle tone:
- Good – firm to touch, in partial state of contraction, has quicker contractions, looks firm
- Flaccid – soft to touch, contracts slowly, tends to be flabby and loose

Explain the appearance and causes of cellulite:
- Orange peel appearance found predominantly on the thighs, abdomen and buttocks but can also be found on other areas. Adipose tissue trapped between the muscle and skin fibres giving an uneven appearance caused by lots of different factors, heredity, weight gain or loss, poor diet, lack of exercise, hormonal changes, lack of fluid intake, smoking and alcohol intake, stress and tension, some medications, e.g. the contraceptive pill, slimming tablets and diuretics etc.

Describe fluid retention and identify the causes:
- Accumulation of tissue fluid, swelling/oedema may be present - need to ensure that it has no medical cause, can be caused through job, e.g. standing all day, when a client is pre-menstrual, poor diet with high salt intake and insufficient fluid intake etc.
Explain how to measure body mass index:
- (BMI) and identify the parameters for underweight, ideal weight, overweight, obese and very obese. Body mass = weight (in kg) ÷ height squared (in metres) (BMI=Kg/M^2);
  - Underweight – below 20, ideal weight – 20-24.9, overweight – 25-29.9, obese – 30-34.9 and very obese – over 35

Identify the different skin types:
- Normal – even balance of oil and water secretions, skin is soft, supple and elastic, no imperfections and pores are small with even colour, efficient skin renewal, usually found on very young skins
- Dry – matt and uneven texture, lacking in oil/sebum, flaky, dull, often lacking in moisture, feels tight, lacks suppleness, may have dilated capillaries, prone to sensitivity and premature ageing
- Oily – over production of sebum, surface is shiny, thick and coarse, prone to open pores, comedones, pustules and papules, sallow colour, most commonly found on the back and chest areas of the body

Identify the different skin conditions:
- Sensitive – high colouring, dilated capillaries, flushes easily tends to be warm to touch, some causes are poor skin care routines, incorrect products being used, incorrect application techniques, pre-disposition to sensitivity, hormonal imbalances and sun damage
- Dehydrated – lacks the ability to retain water in the tissues (low water levels), looks dull, may feel tight and itchy, fine lines are visible
- Mature – skin lacking in oil due to hormonal changes, skin loses firmness and begins to drop, becomes lined and crepe-like

Describe the contra-indications to body treatments:
- Examples of contra-indications that may prevent treatment – severe asthma, contagious skin diseases and disorders, infestations, severe inflammation, recent scar tissue, any undiagnosed lumps or swellings, cancer treatments, product allergies, dysfunction of the nervous system, tactile and thermal test failure
- Examples of contra-indications that may restrict treatment – anyone undergoing medical treatments, anxiety, medication (e.g. roaccutane, retinols, steroids), epilepsy, diabetes, pigmentation disorders, micropigmentation, Botox, dermal fillers, recent dermabrasion or medical peels, IPL or laser and epilation, metal pins and plates, piercings, sunburn, psoriasis, eczema, cuts and abrasions, bruises, broken bones, respiratory conditions, heart disorder/disease, pacemaker, history of thrombosis or embolism, high or low blood pressure and pregnancy

Describe skin diseases or disorders:
- General, e.g. UV damage, urticaria, allergic reaction, hyperkeratosis
- Primary lesions, e.g. macule, ephelides, papule, pustule, wheal, hives or urticaria, vesicles
- Secondary lesions, e.g. scale, scar, stain, keloid scar
- Infestations, e.g. scabies, pediculosis
- Skin conditions, e.g. eczema, dermatitis, psoriasis, skin tags, cysts, acne vulgaris acne rosacea
- Bacterial, e.g. impetigo, folliculitis, boils
- Viral, e.g. herpes simplex, herpes zoster, warts, verrucae
- Fungal, e.g. tinea corporis, tinea pedis, tinea capitas, pityriasis versicolour
- Sebaceous glands, e.g. seborrhoea, sebaceous cyst, comedone, milia
- Sweat glands, e.g. prickly heat (miliaria rubra), anhidrosis
- Pigmentation disorders, e.g. – hyper-pigmentation, hypo-pigmentation, dermatosis papulosa nigra, vitiligo, albinism, chloasma, ephelides, lentigo, naevi, port wine stain, leucoderma, papilloma, strawberry mark, telangiectasia, erythema
- Skin cancers, e.g. basal cell carcinoma, squamous cell carcinoma, malignant melanoma

**Describe the factors that influence body treatments:**
- The client’s body types and conditions
- The client’s general health and well being
- Reactions to skin sensitivity tests (patch, thermal and tactile) to check skin’s responses, to prevent damage or burns on the skin
LO2 Be able to complete a body analysis

Prepare and check the client, area and equipment prior to the body analysis:

- Prepare client
  - Clearly identify what they need to keep on, what needs to be removed and where to stand, leave client to undress, use protection on the floor or give disposable slippers, ensure area is warm, protect modesty
- Prepare treatment area and equipment
  - Ensure that the client’s privacy and modesty are addressed as much as is possible by providing a private consultation area, that consultation cards and analysis equipment are to hand

Complete a body analysis in line with salon procedures:

- Carry out an initial consultation – gain general personal details, general health, contraindications, diet and lifestyle etc., identify what they want to achieve, their aims and what they are concerned about
- Analyse the client’s posture – using a plumb line, get the client to stand up straight and assess their posture against guidelines for correct posture. Identify any postural faults and discuss the possible causes - kyphosis, lordosis, scoliosis, knock knees, bow legs, pigeon toes, flat feet, pigeon chest, round shoulders – injury, illness, medication, job, lifestyle
- Identify and record the client’s body type and results of a skin fold test – endomorph, mesomorph, ectomorph using callipers, take four measurements from the triceps, suprailliac, biceps and subscapularis. The sum of four folds converted to a percentage using tables
- Calculate and record the client’s BMI – identify which category they are in, weigh and measure height of client and using tables work out the BMI (underweight, ideal weight, overweight, obese and very obese)
- Record clients body measurements – bony point identification and measurements taken from neck, upper chest, middle chest, lower chest, biceps, wrist, waist, upper hips, lower hips, upper thigh, middle thigh, knee, calves and ankles
- Carry out muscle testing – check back, abdominal muscles, legs and arms to gauge muscle tone and flexibility
- Identify areas of cellulite, fluid retention and poor circulation – examine the skin to identify areas of cellulite, fluid retention and poor circulation
- Collate information and agree on a treatment plan – plan a suitable course of treatment for the client which can include massage, body wraps and or body electrical treatments e.g. vacuum suction, G5, faradic, galvanic; ensure that you are meeting the client’s needs, discuss suitability and benefits of treatments, ensure commitment
- Provide healthy eating and lifestyle advice specific to your client’s needs, to include changes to diet if applicable (give a food diary), increased exercise, methods of relaxation, homecare products, avoidance of extremes of temperature etc.

Recommend salon products and equipment to achieve the treatment objectives:

- Selection of equipment and products based on the outcomes of the body analysis in line with treatment plan aims and objectives. Equipment selected from the following options, high frequency- direct or indirect, vacuum suction, galvanic, faradic, microcurrent, micro-dermabration, massage, G5

Update and maintain treatment records:

- Record the outcomes of the body analysis at the appropriate time ensuring records are up to date with the outcomes of the body analysis findings
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 ass criteria. The pass criteria relate to the proficient demonstration of skills and knowledge.

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<th>Assessment Criteria</th>
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<td><strong>LO1</strong> Know how to complete a body analysis</td>
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<td><strong>P1</strong> Explain the reasons for carrying out an analysis on a client before starting a treatment</td>
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<td><strong>P7</strong> Define muscle tone</td>
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<td><strong>P8</strong> Explain the appearance and causes of cellulite</td>
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<td><strong>P9</strong> Describe fluid retention and identify the causes</td>
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<td><strong>P10</strong> Explain how to measure body mass index</td>
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<td><strong>P11</strong> Identify the different skin types</td>
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<td><strong>P13</strong> Describe the contra-indications to body treatments</td>
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<td><strong>P14</strong> Describe skin diseases or disorders</td>
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<td><strong>P15</strong> Describe the factors that influence body treatments</td>
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<th>LO2 Be able to complete a body analysis</th>
<th>The learner can:</th>
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<td><strong>P16</strong> Prepare and check the client, area and equipment prior to the body analysis</td>
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<td><strong>P17</strong> Complete a body analysis in line with salon procedures</td>
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<td><strong>P18</strong> Recommend salon products and equipment to achieve the treatment objectives</td>
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<td><strong>P19</strong> Update and maintain treatment records</td>
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Assessment guidance

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

P16 Prepare and check the client, area and equipment prior to the body analysis

Learners must demonstrate that they have set their working area correctly in line with organisational procedures. All equipment is tested, checked and confirmed to be in safe working order prior to the treatment. All the required products for the treatment are to hand and are fully stocked in advance, with a good variety available to meet the possible requirements of the client.

P17 Complete a body analysis in line with salon procedures

Learners must demonstrate a thorough assessment of the client. Recording postural faults or deviations, figure faults or deviations, body type, fat type and presence of cellulite, muscle tone, fluid retention and calculation of BMI. Identify the skin type, condition and any special considerations. Working in a methodical manner record all findings for future reference or comparison, use information gathered to assist in extended treatment options.

P18 Recommend salon products and equipment to achieve the treatment objectives

Learners must recommend the most appropriate salon products and equipment to achieve the treatment objectives – identifying the correct products and any electrical equipment to be included in the treatment to meet the client’s needs.

Learners must recommend salon products that will have a beneficial effect on the client’s skin type, specific condition or special considerations to help improve texture, tone or the overall appearance of the skin. Treatment recommendations will be based on the individual client’s needs matched against the beneficial effects of each treatment available to use such as deep tissue cleansing, deep tissue drainage, muscle toning and lifting, skin smoothing, clarifying and general circulatory boosting.

P19 Update and maintain treatment records

Record the findings of the analysis on the record card at the appropriate time to ensure all records are up to date and relevant information recorded but flow and continuity of treatment is not interrupted unduly.

Learners will record a minimum of client skin type, any presenting conditions such as cellulite or fluid retention and any particular areas of concern. The muscle tone will be established along with the general condition of the skin. The records of any sensitivity testing, client’s current home care regime, products used during treatment and any notable reactions (either favourably or unfavourably) to the products used, must also be recorded.
Resources

The special resources required for this unit are access to a real or realistic working environment which supports the provision of body treatments/services. The resources required will include consultation card with figure analysis charts, tape measure, scales, height measurement, plumb line, skin fold callipers, and electrical equipment to include high frequency, vacuum suction, galvanic, faradic, microcurrent, microdermabrasion machines, G5, audio sonic and infra red lamp.

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 product, tools and equipment usage
- Work experience within a commercial 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 in electrical application and skin diagnosis; 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 electrical therapy treatments in a real or realistic working environment.

UBT90M Client care and consultation
Client consultation before all beauty treatments is actually 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.

UBT104M Body electrical treatments
Knowledge of the range, purpose and application techniques of the various electrical appliances available to the therapist to use is crucial to underpin the body analysis unit to enable learners to make clear, informed selection and recommendations for further therapy treatments.

UBT102M Electrical science
Knowledge of electrical science strongly underpins the practical skills and applications covered in the body analysis unit. Learners will be required to apply their knowledge and understanding of electrical science when preparing for and providing body analysis to inform extended treatment selection in a real or realistic working environment.

UBT95M Anatomy and physiology for the face and body systems
Knowledge of the structure and function of the systems of the body, as well the 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.
<table>
<thead>
<tr>
<th>Version</th>
<th>Details of amendments</th>
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<tbody>
<tr>
<td>v9</td>
<td>Skin cancer awareness page added</td>
<td>13/06/17</td>
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<tr>
<td>v10</td>
<td>BMI equation amended in LO1 on page 5.</td>
<td>30/01/2019</td>
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