

Reference No.																	
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SELF-ASSESSMENT GUIDE

Qualification Title:	Beauty Care (Nail Enhancement Technology) Services NC III		
Units of Competency Covered:	<ul style="list-style-type: none"> • Perform Preparatory Activities • Prepare Appropriate Products, Tools and Equipment • Perform Nail Enhancement Technology Procedures • Perform Post Service Activities 		
Instruction: Read each question and check the appropriate box to indicate your answer.			
Can I?	YES	NO	
PERFORM PREPARATORY ACTIVITIES			
<i>Prepare and organize workstation in accordance with spa/salon policies and procedures, applicable laws and government regulations</i>			
• Clean, disinfect and organize workstation*			
• Wear Personal Protective Equipment*			
• Observe proper personal and hand hygiene*			
• Provide adequate room lighting/table lamps and keeps workstation ventilated			
• Remove all clutters, spills or used/excess materials			
<i>Prepare the client</i>			
• Ensure client's safety and comfort throughout the service - Assist client to be seated in a comfortable position - Advise clients to remove jewelries/accessories for safety and sanitation			
• Provide PPE to the client*			
• Observe established workplace safety protocols*			
• Perform skin/patch test*			
• Assess and identify client's nail structure, shape and condition*			
• Identify contraindicated nail conditions/disorders and diseases and refer to appropriate health care professionals as necessary*			
• Obtain client preference (design, method, products and materials)*			
PREPARE APPROPRIATE PRODUCT, TOOLS AND EQUIPMENT			
<i>Prepare equipment and tools per nail enhancement activity in accordance with spa/salon policies and procedures, manufacturer's instructions, applicable laws and government regulations</i>			
• Prepare required equipment and tools*			

<ul style="list-style-type: none"> • Perform appropriate sanitation and disinfection of equipment and sterilization with proper sealing of tools in appropriate container/pouch* 		
<ul style="list-style-type: none"> • Observe safety practices* 		
<ul style="list-style-type: none"> • Observe proper handling of tools and equipment* 		
<i>Prepare supplies and materials per nail enhancement activity in accordance with spa/salon policies and procedures and manufacturer's instructions</i>		
<ul style="list-style-type: none"> • Prepare required supplies and materials* 		
<ul style="list-style-type: none"> • Observe proper handling of supplies and materials* 		
<ul style="list-style-type: none"> • Prepare required documentation tools and materials* 		
<i>Prepare appropriate products per nail enhancement activity in accordance with spa/salon policies and procedures and manufacturer's instructions</i>		
<ul style="list-style-type: none"> • Prepare required nail technology products* 		
<ul style="list-style-type: none"> • Observe precautions in handling nail technology products* 		
<ul style="list-style-type: none"> • Document prepared nail technology products 		
PERFORM NAIL ENHANCEMENT TECHNOLOGY PROCEDURES		
<i>Perform nail restoration and removal in accordance with spa/salon policies and procedures, manufacturer's instructions, applicable laws and government regulations.</i>		
<ul style="list-style-type: none"> • Consult client on nail restoration procedures* 		
<ul style="list-style-type: none"> • Cleanse, disinfect and towel-dry client's hands and nails* 		
<ul style="list-style-type: none"> • Perform nail restoration procedures* 		
<ul style="list-style-type: none"> • Remove restorative materials* 		
<ul style="list-style-type: none"> • Provide immediate first-aid on accidental cuts/wounds and refer to appropriate health care professionals as necessary* 		
<ul style="list-style-type: none"> • Utilize nail technology products with caution 		
<i>Perform nail extension and removal in accordance with spa/salon policies and procedures, manufacturer's instructions, applicable laws and government regulations.</i>		
<ul style="list-style-type: none"> • Consult client on the type, design and shape of nail extension* 		
<ul style="list-style-type: none"> • Cleanse, disinfect and towel-dry client's hands and nails 		
<ul style="list-style-type: none"> • Perform established nail extension procedures* 		
<ul style="list-style-type: none"> • Remove nail extensions* 		
<ul style="list-style-type: none"> • Provide immediate first-aid on accidental cuts/wounds and appropriate health care professionals as necessary* 		
<ul style="list-style-type: none"> • Utilize nail technology products with caution 		
<i>Perform nail sculpting and removal in accordance with spa/salon policies and procedures, manufacturer's instructions, applicable laws and government regulations.</i>		
<ul style="list-style-type: none"> • Consult client on design, shape, and type of nail sculpts* 		
<ul style="list-style-type: none"> • Cleanse, disinfect and towel-dry client's hands and nails 		

• Perform established nail sculpting procedures*		
• Remove nail sculpts*		
• Provide immediate first-aid on accidental cuts/wounds and refer to appropriate health care professionals as necessary*		
• Utilize nail technology products with caution*		
<i>Create advanced nail art polish designs in accordance with product specifications, manufacturer's instructions and spa/salon policies and procedures</i>		
• Consult client on advanced nail art polish designs/techniques, shapes and colors*		
• Cleanse, disinfect and towel-dry client's hands		
• Clean, trim, file and shape as preferred by the client		
• Create advanced nail art polish designs as preferred by the client*		
• Remove excess polish around the cuticles and nails		
• Remove advanced nail art polish designs*		
• Provide immediate first-aid on accidental cuts/wounds and refers to appropriate health care professionals as necessary*		
• Utilize nail technology products with caution*		
PERFORM POST SERVICE ACTIVITIES		
<i>Perform client aftercare in accordance with spa/salon policies and procedures</i>		
• Evaluate finished work according to client's desired outcome*		
• Advise client on proper nail care and maintenance*		
• Update client records		
<i>Perform housekeeping procedures in accordance with spa/salon specific policies/guidelines, applicable laws and government regulations relevant to nail enhancement requirements</i>		
• Cleanse, disinfect and inspect equipment*		
• Cleanse, sterilize, inspect and seal tools in appropriate container/pouch*		
• Replenish products, supplies and materials		
• Collect, sort and place soiled materials in designated area for proper laundry processing*		
• Collect waste materials*		
• Cleanse, disinfect and organize workstation*		
<i>Perform storage and documentation procedures in accordance with spa salon policy, manufacturer's instructions, applicable laws and government regulations</i>		
• Store sanitizes/sterilizes equipment and sealed tools*		
• Handle and store nail products, supplies and materials*		

<ul style="list-style-type: none"> • Perform required documentation processes* 			
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.			
Candidate's signature:		Date:	

NOTE: * Critical Aspects of Competency

REQUIREMENTS FOR THE CANDIDATE

1. The Candidate must bring their own tools/supplies/materials to perform the tasks for demonstration, see below.
2. The Candidate must have a Model/Client to perform the demonstration of tasks. The Model/Client must have un-cut/unmanicured nails and free from nail disorders and skin diseases.
3. The tools must be already sanitized/disinfected/sterilized and sealed as prescribed, for use during the assessment activity.

UNIT	ITEM DESCRIPTION
1 pc	Salon Hairnet / hairband
1 pc	Apron PVC/waterproof (L45" x W35")
1 pc	Face Mask (triple layer 99.98% or medical grade 96.3%) For nail art and Silk wrap activities use
1 pc	Filter Mask/Respirator Mask For Nail Gel and Acrylic activities use
1 pc	Face Shield
1 pc	Cuticle Pusher (spoon or angled type)
1 pc	Finger-Nail Cutter
1 pc	Small Scissors (for cutting wraps)
2 pcs	Orange Wood Stick (1 pack-3 pcs.)
1 pc	Nail Buffer Block (4-sided)
1pc	Nail Cleaning Brush
1 pc	Tweezers (flat ends)
1 pc	Emery Board/Nail file (180 grit)
1 pc	Emery Board/Nail file (100 grit)
1 pc	Nipper (4mm quarter jaw)
1 pc	Nipper (5mm quarter jaw)
1 pc	Antiseptic Solution Betadine 15ml or Hydrogen Peroxide 60ml
1 pc	Base Coat (15ml)
1 pc	Top Coat (15ml)
3 pcs	Ordinary Nail Polish (assorted colors)
1 pc	Quick Dry / Quick Fix (15ml)
1 pc	Disinfectant (70% Alcohol – 60ml)