

## Guidance notes for the Graduate Profile Outcomes

### New Zealand Certificate in Beauty Therapy – Emerging Therapist (level 4)

This document is a recommendation of content that should be covered within a training programme. It is envisaged that no content will be repeated but can be added to in a holistic delivery approach relevant to the application of the services within each GPO.

#### Graduates of this qualification will be able to:

##### GPO 1

**Use appropriate equipment and products to safely carry out natural nail services, providing individualized nail care and advice following consultation as an emerging beauty therapist.**

**Credit 20**

#### Programme content is intended to include:

##### Knowledge:

- Anatomy & physiology contextualized to natural nail services (manicure and pedicure)
- Skin diseases and disorders relevant to the nail and surrounding skin.
- Cosmetic chemistry – cosmetic ingredients and their reactions on the skin
- Physics - Contextualized to the use of electrical equipment relevant to manicure and pedicure services. Cover the principles, including:
  - fundamental electrical principles - watts, amps, voltage, changing batteries, adapters, safety or wires and flexes across the floor, thermostats etc
  - UV cabinets, autoclaves, glass bead steriliser,
  - manicure lamps,
  - any other relevant equipment – paraffin wax heater, foot spa.

(The physics element sits across 3 GPOs it is not intended to be repetitive content but content that is relevant to the knowledge required to the services.)

- Relevant health and safety requirements relevant to natural nail services.
- Knowledge of risks associated with natural nail services.
- Sanitation, sterilization, and hygiene requirements relevant to natural nail services.
- Professional industry standards relevant to natural nail services
- Nail services products and tools and their safe use and handling.
- Client consultation – understand legislative and clinic requirements, understand communication techniques, responding and building client rapport and trust.  
Undertaking analysis and developing a treatment plan inclusive of client:
  - lifestyle,
  - health and well-being,
  - client conditions and characteristics,
  - service undertaken,
  - requirements for referral,
  - aftercare,
  - homecare,
  - rebooking,
  - retailing appropriate products.

- Basic knowledge of nutrition to support nail health and well-being.

**Practical: (application of knowledge)**

- Client consultation to include:
  - undertake a consultation to determine client requirements for natural nail services; undertake an analysis specific to the natural nail service requested,
  - establish safety of the service to be performed,
  - detailed analysis to produce a personalised treatment plan.
- Implementation of industry standard when carrying out \*(full) manicures
- Implementation of industry standard when carrying out\*(full) pedicures
- Provide personalized after care advice
- Provide personalized homecare advice and support with retailing appropriate products.
- Completing successful sales and rebooking next service
- Cleaning, follow-up notes and prep for next client.

**Breadth of practice:**

The above knowledge and skills are applied to at least the following:

nail trimming, filing, buffing, cuticle work, hand /foot massage, nail polish (including red), exfoliation and mask.

There is an expectation that the learners will continue to utilise these skillsets throughout the length of their training and practice them regularly within a clinic environment (including a training clinic).

**Graduates of this qualification will be able to:**

**GPO 2**

**Use appropriate equipment and products to safely carry out eye services, facial and skin care services providing individualised client skin care and advice following consultation as an emerging beauty therapist.**

**Credit 35**

**Programme content is intended to include:**

**Knowledge:**

- Anatomy & physiology contextualized to eye, facial and skin care services (basic facials, eyelash, and eyebrow tints & eyebrow tweezing)
- Skin diseases and disorders relevant to the eyes, face, neck, and décolleté areas (skin and hair).
- Cosmetic chemistry – cosmetic ingredients and their reactions on the skin
- Physics - Contextualized to the use of electrical equipment relevant to skin care services. Including:
  - electrical sanitisers and sterilisers,
  - facial steamers and vapour ozone,
  - magi lamps,
  - any other relevant electrical equipment – hot towel cabinets, woods lamp.
- Relevant health and safety requirements relevant to eye, facial and skin care services.
- Knowledge of risks associated with eye, facial and skin care services.
- Sanitation, sterilization, and hygiene requirements relevant to eye, facial and skin care services.

- Professional industry standards relevant to eye, facial and skin care services
- Eye, facial and skin care services products and tools and their safe use and handling.
- Client consultation – understand legislative and clinic requirements (importance of client consent and signed evidence), understand communication techniques, responding and building client rapport and trust. Undertaking analysis and developing a treatment plan inclusive of client:
  - lifestyle,
  - health and well-being,
  - client conditions and characteristics,
  - service undertaken,
  - requirements for referral,
  - aftercare,
  - homecare,
  - rebooking,
  - retailing appropriate products.
- Basic knowledge of nutrition to support skin health and well-being

**Practical:**

- Client consultation to include:
  - undertake a consultation to determine client requirements for Eye, facial and skin care services,
  - undertake an analysis specific to the Eye, facial and skin care service requested,
  - establish safety of the service to be performed,
  - detailed analysis to produce a personalized treatment plan.
- Implementation of industry standard when carrying out \*full basic facials – CTM, exfoliation, mask, face, neck & décolleté massage, eye & lip care.
- Implementation of industry standard when carrying out comedone extraction services.
- Implementation of industry standard when carrying out \*eyelash & brow tint and brow shape.
- Implementation of industry standard when carrying out \* a day, night, and special occasion make-up
- Provide personalized after care advice
- Provide personalized homecare advice and support with retailing appropriate products.
- Completing successful sales and rebooking next service
- Cleaning, follow-up notes and prep for next client.

**Breadth of practice:**

The above knowledge and skills are applied to \* covering oily, lipid dry, combination, permanently diffused redness/sensitive and a balanced skin types and the following skin conditions: \*affected by skin colour and tone, secretion and texture including allergic, sensitised, dehydrated, devitalised, circulatory response, hyperkeratinisation, collagen loss, elastin loss, seborrhoea and/or acne, hyperpigmentation/sun damage and ageing skin.

The following must be covered:

Cleanse, tone, exfoliation, massage, mask, eye & lip care, moisturise and comedone extraction services.

**Graduates of this qualification will be able to:**

**GPO 3**

**Use appropriate equipment and products to safely carry out manual hair removal and artificial tanning services, providing individualised client care and advice following consultation as an emerging beauty therapist.**

**Credit 25**

**Programme content is intended to include:**

**Knowledge:**

- Anatomy & physiology contextualized to hair removal and artificial tanning services.
- Skin diseases and disorders relevant to the skin and hair.
- Cosmetic chemistry – cosmetic ingredients and their reactions on the skin
- Physics - Contextualized to the use of electrical equipment relevant to waxing and artificial tanning services. Including:
  - different types of wax machines,
  - thermostats,
  - spray tan machines and booths.
- Relevant health and safety requirements relevant to hair removal and body tanning services.
- Knowledge of risks associated with hair removal and body tanning services.
- Sanitation, sterilization, and hygiene requirements relevant to hair removal and body tanning services.
- Professional industry standards relevant to hair removal and body tanning services
- Hair removal and body tanning services products and tools and their safe use and handling.
- Client consultation – understand legislative and clinic requirements, understand communication techniques, responding and building client rapport and trust.  
Undertaking analysis and developing a treatment plan inclusive of client:
  - lifestyle,
  - health and well-being,
  - client conditions and characteristics,
  - service undertaken,
  - requirements for referral,
  - aftercare,
  - homecare,
  - rebooking,
  - retailing appropriate products.

**Practical:**

- Client consultation to include:
  - undertake a consultation to determine client requirements for hair removal and body tanning services,
  - undertake an analysis specific to the hair removal and body tanning service requested,
  - establish safety of the service to be performed,

- detailed analysis to product a personalized treatment plan.

- Implementation of industry standard when carrying out \*hair removal services: inclusive of basic through to intimate waxing.
- Implementation of industry standard when carrying out \*body tanning services.
- Provide personalized after care advice
- Provide personalized homecare advice and support with retailing appropriate products.
- Completing successful sales and rebooking next service
- Cleaning, follow-up notes and prep for next client.

**Breadth of practice:**

The above knowledge and skills are applied to:

- Hair removal services: \*  $\frac{1}{2}$  & full legs, bikini, underarm, arms, lip & chin, eyebrows
- Hair removal services: \* extended bikini, Brazilian, back/neck/shoulders, chest, and abdominals.

\*Hair removal services must cover various techniques including hot wax, warm wax, wax pot, and spatula application (hot and warm).

- Body tanning services: \* manual applications, spray tan applications.

There is an expectation that the learners will continue to utilise these skillsets throughout the length of their training and practice them regularly within a clinic environment (including a training clinic).

**Graduates of this qualification will be able to:**

**GPO 4**

**Apply a range of professional communication and client service skills to meet client and industry needs.**

**Credit 10**

**Programme content is intended to include:**

- Costing a service
- Retail cross selling and upselling,
- Understanding sales targets (treatments and retail)
- Payment channels
- Reception & customer service skills.
- Professional and ethical behaviour.
- Salon protocols – understanding of and following professional standards of practice, including:
  - understanding client confidentiality,
  - professionalism – personal presentation, body language, general client engagement, common courtesy, understanding employees and employers 'rights and responsibilities.