

N7

maintain

nails using

liquid and powder



This unit is about providing services to enhance, maintain, repair and remove nails, on the hands and feet, using liquid and powder. It covers consulting with the client to establish their requirements and recognising any contraindications that may affect the service. It also covers

preparing and applying nail enhancements to cosmetically improve or camouflage nails using sculpting techniques, tip application and coloured powders. The ability to tailor the service and aftercare advice to suit individual client needs, is also required.



Unit N7 (City & Guilds Unit 043)

Enhance and maintain nails using liquid and powder

Mandatory



Evidence requirements

To achieve this unit you must practically demonstrate in your everyday work that you have met the standards for enhancing and maintaining nails using liquid and powder.

The standards cover things that you must do (performance criteria), things that you must cover (range) and things that you must know.

What you must do

Your assessor will observe you on at least **five** separate occasions, on at least **three** different clients, on a full set of nails. Your assessor will want to see you complete **one** sculpting using pink and white powder, **one** full set of coloured powder enhancements, **one** rebalance and repositioning of white powder, **one** set of tips with French opaque overlays on a client that is a nail biter and **one** removal technique.

You must carry out correctly all the things listed under 'What you must do' on the sign-off sheets that follow.

All the observations must be with real clients in a salon setting – simulation is **not** allowed for any performance evidence within this unit.

Most evidence of your performance will be gathered from observations made by your assessor, but you may be required to produce other evidence to support your performance if your assessor has not been present.

When carrying out your work, all related health, safety and hygiene practices must be followed at all times.

This unit has seven outcomes.

Outcome 1
Maintain safe and effective methods of working when enhancing, maintaining and removing liquid and powder nail enhancements

Outcome 2
Consult, plan and prepare for the liquid and powder nail enhancement services

Outcome 3
Sculpt and apply liquid and powder overlays

Outcome 4
Apply tips and liquid and powder overlays

Outcome 5
Maintain liquid and powder enhancements

Outcome 6
Remove liquid and powder enhancements

Outcome 7
Provide aftercare advice



Unit N7 (City & Guilds Unit 043)

Enhance and maintain nails using liquid and powder

Mandatory (continued)

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Level 3 NVQ/SVQ Nails

Image courtesy of Nail Systems International

What you must cover

You will see key words in bold on the 'What you must do' list. For each of these, there is a range of things that you must cover. You must show that you have:

Used all of the following consultation techniques:

Questioning

Visual

Manual

Reference to client records

Dealt with at least one of the following necessary actions*:

Encouraging the client to seek medical advice

Explaining why the treatment cannot be carried out

Modifying the treatment

* However, you must prove to your assessor that you are able to deal with the other **two**.

Worked on at least three of the seven nail shapes and conditions*:

Bitten

Hook

Ski jump

Discoloured, eg yellowing, stained, bruising and white spots

Fan

Mis-shapen

Split

* However, you must prove to your assessor that you are able to deal with the other **four**.

Dealt with at least three of the five problems with enhancements*:

Lifting of product

Cracking and splitting of product

Loss of artificial nail structure

Discolouration of product

Damage of natural nails

* However, you must prove to your assessor that you are able to deal with the other **two**.

Used all of the following liquid and powder colours:

Opaque

Pink and white (French finish)

Colour

Dealt with all of the following nail maintenance techniques:

Infill

Rebalance

Reposition of white tip product

Replacement of overlay

Repair of overlay

Covered one of the following techniques of removal:

Chemical

Manual

Provide all types of advice:

Suitable aftercare products and their use

Avoidance of activities which may cause contra-actions

Recommended time intervals in between liquid and powder nail enhancements

“
Educate your clients about the care and maintenance of their nails. It will guarantee your success.

Carole Whitehead

”



What you must know

You will be assessed on your knowledge of the following:

Organisational and legal requirements

How to work safely and effectively when providing enhancements, maintenance and removal of liquid and powder nail enhancements

Consult, plan and prepare for the treatment with clients

Contra-indications and contra-actions

Anatomy and physiology

Liquid and powder nail service

Maintenance and repair

Aftercare advice for clients

This will be completed through written and oral questioning by your assessor, or by an online GOLA test. For details of what you must know, see pages 21–26.



Liquid and powder

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Useful words

Some terms that you will come across in this unit are explained below.

Acetone A colourless liquid used in some nail varnish removers and for the removal of enhancements. Commonly known as tip remover.

Cosmetic enhancement An application technique which improves the appearance of a damaged nail.

Infill An infill is a short service, usually performed every two weeks to fill the forward growth at the cuticle area – also known as zone 3.

Lifting A term used when an overlay has not bonded to the natural nail plate correctly.

Personal Protective Equipment (PPE) This is clothing and/or equipment designed to protect the wearer from personal injury.

Rebalance A rebalance is usually performed every four weeks. All three zones of the nail are redefined and the overlay is replaced.

Repair A repair refers to a single nail enhancement, which may have been damaged before a maintenance service is due.

Stress area Also known as zone 2, this is where the overlay should be the thickest to ensure it is strong enough to resist breakage.



Image courtesy of Creative Nail Design



Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must do

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Level 3 NVQ/SVQ Nails

Within your work, you must show your assessor that you can do the following. Your assessor will observe your performance on at least **five** separate occasions (on at least **three** different clients, on a full set of nails). Your assessor will want to see you have applied **one** sculpting using pink and white gel, **one** full set of coloured powder enhancement, **one** rebalance and repositioning of white product, **one** set of tips with French opaque overlays on a client that is a nail biter and **one** removal technique.

Each time you achieve **all** the points listed below within a single client service, your assessor will tick the circle and enter the date.

Outcome 1

Maintain safe and effective methods of working when enhancing, maintaining and removing liquid and powder nail enhancements by:

- a Preparing the work area and environment to meet legal, hygiene and industry Code of Practice for Nail Services requirements
- b Ensuring your personal appearance meets accepted industry Code of Practice for Nail Services and organisational requirements
- c Wearing suitable personal protective equipment for the service that conforms to the industry Code of Practice for Nail Services
- d Ensuring all tools and equipments are cleaned using the correct methods
- e Effectively disinfecting your hands prior to nail services
- f Selecting and correctly positioning suitable equipment, materials and products for the nail services
- g Ensuring your own posture and position minimises fatigue and the risk of injury whilst working
- h Ensuring the client is in a comfortable and relaxed position that permits access and minimises the risk of injury to you and the client
- i Using chemicals in a safe manner without risk of overexposure to self and clients
- j Taking appropriate and prompt remedial action where contra-actions occur during the course of the nail service *
- k Disposing of waste correctly to meet local authority requirements and the industry Code of Practice for Nail Services



Continues on next page

- l Ensuring that the service is cost effective and is carried out within a commercially viable time
- m Leaving the work area and equipment in a condition suitable for further nail services
- n Ensuring the client's records are up-to-date, accurate, easy to read and signed by the client and technician



Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

Continues on next page

* Covered by observation Date
 Covered by oral questioning Date



Hints and tips

Remember that continual filing will cause a heat build-up on the nail plate, so regularly lift the file off the nail plate.



Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must do (continued)

Outcome 2

Consult, plan and prepare for the liquid and powder nail enhancement services by:

- a Using **consultation techniques** in a polite and friendly manner to record the service plan
- b Obtaining signed, written informed consent from the client prior to carrying out the service
- c Ensuring that informed and signed parental or guardian consent is obtained for minors prior to any service *
- d Ensuring that a parent or guardian is present throughout the service for minors under the age of 16 **
- e Asking your client appropriate questions to identify if they have any contra-indications to nail services
- f Accurately recording your client's responses to questioning
- g Taking the **necessary action** in response to any identified contra-indications ***
- h Encouraging clients to ask questions to clarify any points
- i Ensuring client advice is given without reference to a specific medical condition and without causing undue alarm and concern ****
- j Effectively disinfecting the area to be treated
- k Effectively removing any existing nail polish or nail enhancements to restore the nails to a natural condition, if required
- l Accurately identifying the condition of the nails and skin



Having products set out beforehand looks professional.

“

Ensure that clients are re-booked for maintenance treatments every two to three weeks to keep their nail enhancements in tip-top condition.

Bev Braisdell

”

Continues on next page

- m Identifying any corrective work to suit the client's natural **nail shape and condition**
- n Explaining your assessment of the client's nail and skin condition in a clear way to help their understanding
- o Recommending nail enhancements to suit the client's **nail shape and condition**
- p Agreeing the service and outcomes that are acceptable to your client and meet their needs



Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

* Covered by observation	<input type="radio"/>	Date
Covered by oral questioning	<input type="radio"/>	Date
** Covered by observation	<input type="radio"/>	Date
Covered by oral questioning	<input type="radio"/>	Date
*** Covered by observation	<input type="radio"/>	Date
Covered by oral questioning	<input type="radio"/>	Date
**** Covered by observation	<input type="radio"/>	Date
Covered by oral questioning	<input type="radio"/>	Date

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Hints and tips

Failure to correctly prepare the nail plate will always cause lifting of the overlay.



Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must do (continued)



Outcome 3

Sculpt and apply liquid and powder overlays by:

- a Removing skin debris to leave the cuticle neat and undamaged
- b Filing the free edge to achieve the required shape and length
- c Removing surface shine and dehydrating the natural nail to ensure maximum adhesion of overlay
- d Effectively customising and fitting the sculpting form to ensure correct shape and product placement
- e Ensuring that the liquid and powder ratio is in accordance with manufacturer's instructions
- f Adapting and combining **liquid and powder colours** and techniques to effectively cosmetically enhance **nail shapes and conditions**
- g Applying the product leaving a free margin around the cuticle and side wall area of the nail in accordance with manufacturer's instructions

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“

Learn all you can about nails and the chemical processes involved in applying artificial nails. Every client is different but with expert knowledge you will be able to solve any problem a client presents you with.

Marian Newman

”

- h Using filing techniques to leave the nail balanced to the required shape and length
- i Using buffing techniques correctly to create a high shine finish
- j Ensuring the finished nail enhancements are to the client's satisfaction and meets the agreed service plan



Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

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Hints and tips

The use of opaque products can disguise unsightly damage to the nail plate because they are difficult to see through.



Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must do (continued)

Outcome 4

Apply tips and liquid and powder overlays by:

- a Removing skin debris to leave the cuticle neat and undamaged
- b Filing the free edge to achieve the required shape and length
- c Removing surface shine and dehydrating the natural nail to ensure maximum adhesion of overlay
- d Selecting the correct tip size and customising it to suit the client's natural nail
- e Correctly adhering tip to the natural nail to ensure longevity
- f Ensuring the cutting, shaping and position of unblended tips suits the client's natural nail shape, if required
- g Ensuring the cutting, shaping and blending of tips causes no damage to the natural nail and is undetectable, if required
- h Preparing the natural nail surface, prior to liquid and powder application
- i Applying the product leaving a free margin around the cuticle and side wall area of the nail in accordance with manufacturer's instructions
- j Adapting and combining **liquid and powder colours** and techniques to effectively cosmetically enhance **nail shapes and conditions**

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“

It is very important to always give your client good aftercare advice, and ensure your client keeps up the care of their nails in-between appointments.

Jo Shirley

”

- k Using filing techniques to leave the nail balanced to the required shape and length
- l Using buffing techniques correctly to create a high shine finish
- m Ensuring the finished nail enhancements are to the client's satisfaction and meets the agreed service plan



Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

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Image courtesy of Nails at Work Image courtesy of Cetuem Cosmetics Ltd





Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must do (continued)



Outcome 5

Maintain liquid and powder enhancements by:

- a Accurately identifying and resolving any **problems** with the nail enhancements
- b Removing skin debris to leave the cuticle neat and undamaged
- c Filing the free edge to achieve the required shape and length
- d Removing surface shine and dehydrating the natural nail to ensure maximum adhesion of overlay
- e Ensuring the exposed natural nail is cleaned and dehydrated prior to **nail maintenance**
- f Correctly using **nail maintenance** techniques to restore the nail enhancement to its original condition, following manufacturer's instructions
- g Leaving the finished nails with an even and clearly defined smile line, if required
- h ensuring the finished nail enhancements are to the client's satisfaction and meets the agreed service plan

Image courtesy of Calgel

Observation

Achieved

Date

Candidate signature

Assessor signature

IV signature
(if sampled)

	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

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Outcome 6

Remove liquid and powder enhancements by:

- Using liquid and powder **removal** techniques safely and effectively, following manufacturer's instructions
- Ensuring the natural nail plate and surrounding skin is undamaged and free from product
- Ensuring the finished result is to the client's satisfaction and meets the agreed service plan



Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							

Outcome 7

Provide advice by:

- Giving **advice** and recommendations accurately and constructively
- Giving your clients suitable **advice** specific to their individual needs

Observation	1	2	3	4	5		
Achieved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							



Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must cover

Before ticking the circles below, you must make sure that you have achieved 'What you must cover' in **all the outcomes in which it occurs.**

Consultation techniques

Tick the consultation techniques used for each observation.
You must use **all** types of consultation techniques.

- Questioning

- Visual

- Manual

- Reference to client records

1	2	3	4	5		
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Necessary action

Tick the necessary action taken if it occurs during an observation.
You must deal with at least **one** of the necessary actions, but you must prove to your assessor that you are able to deal with the other **two**.

- Encouraging the client to seek medical advice

- Explaining why the treatment cannot be carried out

- Modifying the treatment

1	2	3	4	5		
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Nail shapes and conditions

Tick the nail shapes and conditions worked on if they occur during an observation.

You must work on at least **three** of the nail shapes and conditions, but you must prove to your assessor that you are able to work on the other **four**.

	1	2	3	4	5		
Bitten	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ski jump	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discoloured, eg yellowing, stained, bruising and white spots	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mis-shapen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Split	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Problems

Tick the problems dealt with if they occur during an observation.

You must deal with at least **three** of the problems, but you must prove to your assessor that you are able to deal with the other **two**.

	1	2	3	4	5		
Lifting of product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cracking and splitting of product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loss of artificial nail structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discolouration of product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Damage of natural nails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Observation sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must cover (continued)



Liquid and powder colours

Tick the liquid and powder colours used for each observation.
You must use **all** liquid and powder colours.

- Opaque

- Pink and white (French finish)

- Colour

	1	2	3	4	5		
Opaque	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pink and white (French finish)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Colour	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Nail maintenance techniques

Tick the nail maintenance and repair techniques used if they occur during an observation.
You must deal with **all** nail maintenance and repair techniques.



- Infill

- Rebalance

- Reposition of white tip product

- Replacement of overlay

- Repair of overlay

	1	2	3	4	5		
Infill	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rebalance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reposition of white tip product	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Replacement of overlay	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Repair of overlay	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Removal

Tick the removal techniques used for each observation.
You must cover at least **one** of the removal techniques, but you must prove to your assessor that you are able to use the other **one**.



- Chemical

- Manual

	1	2	3	4	5		
Chemical	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manual	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Continues on next page





Advice

Tick the types of aftercare advice provided in each observation.
You must provide **all** types of aftercare advice.

	1	2	3	4	5		
Suitable aftercare products and their use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avoidance of activities which may cause contra-actions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recommended time intervals in between between liquid and powder nail enhancements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	1	2	3	4	5		
Observation							
Achieved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date							
Candidate signature							
Assessor signature							
IV signature (if sampled)							



Comment form

Unit N7



This form can be used to record oral questioning, or for assessor/candidate comments, if required.

Comments

Date

1

2

3

4

5

Hints and tips

Always make sure that your working area is suitably ventilated when using strong chemicals.



Knowledge sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must know



You need to understand:	Evidence type	Date	Portfolio ref
Organisational and legal requirements			
1 your responsibilities under relevant health & safety legislation and the industry Code of Practice for Nail Services	E3		
2 the importance of not discriminating against clients with illnesses and disabilities and why (eg Disability Discrimination Act)	E3		
3 why it is important, when treating minors under 16 years of age, to have a parent or guardian present	E3		
4 why minors should not be given services without informed and signed parental or guardian consent	E3		
5 the legal significance of gaining signed, informed client consent to treatment	E3		
6 the importance and reasons for keeping records of clients, their services and gaining client signatures	E3		
7 the importance of the correct storage of client records in relation to the Data Protection Act	E3		
8 the possible risks to yourself of ineffective positioning of clients and how to avoid potential discomfort and injury to yourself	E3		
9 why it is important to maintain standards of hygiene and the principles for avoiding cross-infection	E3		
10 how to minimise and dispose of waste from liquid and powder nail enhancement services	E3		
11 your salon services times and the importance of completing nail services in a commercially viable time	E3		
12 the salon pricing structures for liquid and powder enhancements	E3		

You will be assessed on your knowledge and understanding of **all** the following points. This will be completed by your assessor, either through oral or written questions (evidence type E3) or a mandatory written paper (E4). Either of these could be a GOLLA test. The form tells you which evidence type is needed for each point.

Some areas appear in more than one unit (shaded in darker blue). These are covered in a cross-unit knowledge test. You only need to be tested on these once.

Once you have been assessed on each point, you can fill in the date and reference any written evidence that you've put in your portfolio.



Knowledge sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must know (continued)

You need to understand:	Evidence type	Date	Portfolio ref
How to work safely and effectively when providing enhancements, maintenance and removal of of liquid and powder nail enhancements			
13 the type of personal protective equipment that should be available and used by yourself	E3		
14 why it is important to use personal protective equipment	E3		
15 what is contact dermatitis and how to avoid developing it when carrying out enhancement, maintenance and removal of of liquid and powder	E3		
16 how to prepare, use and maintain tools, equipment and materials for the liquid and powder nail enhancements	E3		
17 methods of disinfecting and sterilising tools and equipment	E3		
18 the importance of, and reasons for, disinfecting hands and how to do this effectively	E3		
19 the necessary environmental conditions for nail services (including lighting, heating, ventilation and general comfort) and why these are important	E3		
20 how to effectively and safely position tools and materials for the nail service	E3		
21 how to avoid potential discomfort and injury to yourself and the risks of poor positioning to clients	E3		
22 the condition in which the work area should be left and why this is important	E3		
Consult, plan and prepare for the treatment with clients			
23 how to use effective consultation techniques when communicating with clients from different cultural and religious backgrounds, age, disabilities and gender for this treatment	E3		

Hints and tips

Always graduate from medium (180 grit) to fine (240 grit) and beyond when filing to create a perfect, smooth gleaming finish.



You need to understand:	Evidence type	Date	Portfolio ref
24 how to give effective advice and recommendations to clients	E3		
25 the questioning and listening skills you need in order to find out information	E3		
26 how to conduct a nail and skin analysis	E3		
27 the importance of questioning clients to establish any contra-indications to liquid and powder enhancements	E3		
28 why it is important to record client responses to questioning	E3		
29 the legal significance of client questioning and of recording the client's responses	E3		
30 how to prepare service plans	E3		
31 encouraging clients to ask questions to clarify any points			
32 ensuring client advice is given without reference to a specific medical condition and without causing undue alarm and concern	E3		
Contra-indications and contra-actions			
33 the types of conditions and disorders that may contra-indicate the service and why (eg fungal, bacterial, viral and parasitic infections to the skin and nails, severe nail separation or damage, severe eczema, psoriasis and dermatitis)	E4		Centre files
34 the types of conditions and disorders that may restrict the service and why (eg minor nail separation, minor eczema, psoriasis and dermatitis, severely bitten or damaged nails, unknown swelling and redness)	E4		Centre files
35 the importance of questioning clients to establish any contra-indications to nail services	E3		
36 the importance of, and reasons for, not naming specific contra-indications when referring clients to a general practitioner	E3		
37 the contra-actions which may occur during or after the service and how to deal with them (eg allergic reactions, overexposure and exo-thermic reaction, bacterial infections, nail separation, lifting of product, premature loss of extension)	E4		Centre files

Hints and tips

Paper forms are very versatile; two can be joined together for extra large nail plates.

Continues on next page



Knowledge sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must know (continued)

You need to understand:	Evidence type	Date	Portfolio ref
Anatomy and physiology			
38 the structure of the nail unit (ie the nail plate, nail bed, matrix, cuticle, lunula, hyponychium, eponychium, perionychium, free edge, the lateral nail fold)	E4		Centre files
39 the process of nail growth (ie nail formation, growth rate, factors affecting growth, the effects of damage on growth, nail thickness)	E4		Centre files
40 the structure and function of the skin (ie dermis, epidermis, subcutaneous layer, appendages)	E4		Centre files
41 the different natural nail shapes you are likely to come across during liquid and powder services and how this can affect your service plan (eg hook, spoon, fan and bitten)	E4		Centre files
Liquid and powder nail service			
42 the chemical composition of liquid and powder	E4		Centre files
43 the chemical reaction that takes place during the curing process for liquid and powder	E4		Centre files
44 the importance of using the correct methods and techniques to avoid overexposure	E4		Centre files
45 the critical differences in application and process for gel, wraps, liquid and powder	E3		
46 the importance of knowing what type of primer to use and when	E4		Centre files
47 how to adapt liquid and powder application techniques to meet the nail shapes and conditions on the hands and feet in the range	E3		



You need to understand:	Evidence type	Date	Portfolio ref
48 the different liquid and powder products and techniques to cosmetically enhance nail shapes and conditions in the range	E3		
49 the range and use of overlay systems available (ie gel, wrap, powder and liquid)	E3		
50 how natural nail shapes affect the nail enhancement service plan	E3		
51 the importance of natural nail preparation prior to nail enhancement services	E3		
52 the importance of preparation and safe use of files and buffers to prevent nail and skin damage (eg grit, grip and pressure)	E3		
53 how to select and use files and buffers for nail enhancement services	E3		
54 the action of nail enhancement products on nails, cuticle and skin	E3		
55 how the incorrect application and removal of nail enhancements can damage the natural nails and surrounding soft tissue	E4		Centre files
56 the action of nail enhancement products on nails, cuticle and skin	E4		Centre files
57 the importance of selecting coloured powders that compliment the client's skin tones	E4		Centre files
58 why it is important to leave a free margin around the cuticle and side wall area	E4		Centre files
59 the importance of achieving maximum strength, appearance and longevity by use of correct nail balance and shaping	E3		
60 the importance of choosing the correct size and type of tip	E4		Centre files
61 the advantages and disadvantages of using blended and unblended tips	E4		Centre files
62 the different types of sculpting forms available and how to use them	E4		Centre files
63 the importance of correct tip application and blending	E3		
Maintenance and repair			
64 the techniques for repairing natural nails including splits, cracks, flaking and breakages	E4		Centre files



Knowledge sign-off sheet

Unit N7 Enhance and maintain nails using liquid and powder

What you must know (continued)

You need to understand:	Evidence type	Date	Portfolio ref
65 the techniques for repairing nail enhancements including lifting, cracking, premature loss and discolouration	E4		Centre files
66 the factors that influence maintenance requirements for the liquid and powder system	E3		
67 the importance of selecting and carrying out the correct removal techniques for the liquid and powder system	E3		
Aftercare advice for clients			
68 aftercare, maintenance and removal requirements for liquid and powder nail enhancements	E4		Centre files
69 recommended intervals between liquid and powder nail enhancement services	E4		Centre files
70 the contra-actions that could occur after nail services and what advice to give to clients	E3		
71 suitable home care products and how to apply them	E3		
72 how to deal with accidental damage	E3		
Tick if E3 was a GOLA test	<input type="radio"/>	Date	
Tick if E4 was a GOLA test	<input type="radio"/>	Date	

Supplementary notes

Unit N7



Your assessor may use this space for any additional comments they may have about your work.

Comment

Date

Unit sign-off

This section must be signed when the unit is complete.
We confirm that this evidence is authentic and the assessments were conducted under specified conditions and that all the performance criteria, range and essential knowledge requirements have been met for this unit.

Candidate signature

Date

Assessor signature

Date

IV signature (if sampled)

Date

EV signature (if sampled)

Date

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