



**REPUBLIC OF KENYA**

**NATIONAL OCCUPATIONAL STANDARDS**

**FOR**

**BEAUTY THERAPIST**

**KNQF LEVEL 5**

**PROGRAMME CODE:1012 554B**



**TVET CDACC  
P.O. BOX 15745-00100  
NAIROBI**

## PROVIDE NAIL TECHNOLOGY SERVICES

**UNIT CODE: COS/OS/BT/CR/01/5 /B**

### UNIT DESCRIPTION

This unit covers the competencies required to provide nail technology services. It involves setting up and preparing to provide nail technology services, providing nail technology services and carrying out post service procedures.

This standard applies in Cosmetology industry.

### ELEMENTS AND PERFORMANCE CRITERIA

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
These describe the <b>key outcomes</b> which make up <b>workplace function</b>	These are <b>assessable</b> statements which specify the required level of performance for each of the elements. <i><b>Bold and italicized terms are elaborated in the Range</b></i>
1. Set up and prepare to provide nail technology services	1 .1 Requirements for nail technology service are identified and gathered as per workplace policy. 1 .2 Nail technology standard operating procedures are adhered to as per workplace policy. 1 .3 Occupational safety and health precautions are observed as per legal requirements. 1 .4 Nail technology <b>Tools and equipment</b> are gathered and checked for serviceability as per manufacturers' instructions. 1 .5 <b>Nail technology products and supplies</b> are checked for usability as per legal requirements and manufacturers' instructions. 1 .6 <b>Personal protective gears</b> are identified and gathered based on service requirements and manufacturer's instructions.

2. Provide nail technology services	<p>2.1 Personal protective gears are worn based on manufacturer's instructions.</p> <p>2.2 Client consultation is done as per workplace policy.</p> <p>2.3 <b>Hygiene and sanitation principles</b> are observed as per standard operating procedures.</p> <p>2.4 Skin and nail plate analysis is conducted as per standard operating procedures.</p> <p>2.5 <b>Disorders on skin and nail</b> are identified and action taken based on nature of the disorder.</p> <p>2.6 <b>Products and supplies</b> are used as per service required and manufacturers' instructions.</p> <p>2.7 Nails are prepared for nail technology as per standard operating procedures.</p> <p>2.8 <b>Nail technology procedures</b> are conducted as clients' specification and standard operating procedures.</p> <p>2.9 Nail after care advise is given as per workplace policy and standard operating procedures.</p>
3. Carry out post service procedures	<p>3.1 <b>Tools and equipment</b> are cleaned and disinfected as per manufacturers' instructions and workplace policy.</p> <p>3.2 Work station is cleaned and waste managed and disposed as per workplace policy and legal requirements.</p> <p>3.3 <b>Recyclable supplies</b> are cleaned and disinfected and stored as per workplace policy and manufacturers' instructions.</p> <p>3.4 <b>Non-recyclable supplies</b> are managed disposed of as per manufacturer's instructions, workplace policy and legal requirements</p>

## RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variable	Range

1. Nail art may include but not limited to:	1 .1 Glitters 1 .2 Marble 1 .3 Jewelry 1 .4 Stickers 1 .5 Stencil 1 .6 Stamping 1 .7 Magnet 1 .8 Free hand 1 .9 Omber 1 .10 Printed 1 .11 Fantasy 1 .12 Chrome
2. Nail extension may include but not limited to:	2 .1 Express tips o Coloured o Natural o Glass o Metallic 2 .2 Welled tips o Coloured o Natural o Glass

Variable	Range
	o Metallic 2 .3 French tips
3. Tools and equipment may include but not limited to:	3.1 3.2 UV/ LED lamps 3.3 3.4 E-file 3.5 Files Table light Assorted glass bowls 3.6 Assorted brushes 3.7 Spatulas 3.8 Tip clippers

	3.9 Manicure set 3.10 Orange stick 3.11 Mixer 3.12 Nail peg 3.13 Nail scissors 3.14 Nail buffer
4. Nail technology products and supplies may include but not limited to:	4.1 Polymers 4.2 Monomers 4.3 Gel products 4.4 Gel polish 4.5 Sculpture forms 4.6 Primers 4.7 Cuticle oils 4.8 Solar oil 4.9 Gauze 4.10 Resins and resin activator 4.11 Top sealer

Variable	Range
	4.12 Chrome 4.13 Nail Adhesive 4.14 Fibre glass 4.15 Acetone 4.16 Nail dehydrators 4.17 Sanitizer 4.18 Polish removers 4.19 Nail polish 4.20 Tips 4.21 Cotton wool 4.22 Serviettes 4.23 Assorted towels 4.24 Wet wipes 4.25 Safety masks 4.26 Aprons 4.27 Gowns 4.28 Polish wipe off 4.29 Dry quick spray

5. Nail preparation may include but not limited to:	5.1 5.2 Basic manicure 5.3 5.4 Basic pedicure 5.5 Nail shaping, Cuticle grooming, Synthetic nail treatments, 5.6 Application of nail polish
6. Nail technology	6.1 Nail extension 6.2 Nail extension refill

Variable	Range
procedures <b>limited to:</b>	6.3 Nail polish application Nail art 6.4 6.5 Nail gel polish application 6.6 UV gel application 6.7 Nail acrylic builder application 6.8 Nail maintenance, removal and repair 6.9 Nail treatment
7. Legal requirements may include but not limited to:	7.1 7.2 OSH act 7.3 7.4 NEMA regulations 7.5 Public Health Act Cap 254 EMCA 2015 County by-laws 7.6 Labour laws 7.7 KRA act
8. Recyclable supplies may include but not limited to:	8.1 8.2 Aprons 8.3 Towels Drapers
9. Nonrecyclable supplies may include but not limited to:	9.1 9.2 Gloves 9.3 Applicator 9.4 Stencils Wool

10. Personal protective	10.1 Aprons 10.2 Towels
<b>Variable</b>	<b>Range</b>
gears may include but not limited to:	10.3 Drapers
11. Disorders on nail and skin may include but not limited to:	11.1 Bacterial 11.2 Fungal 11.3 Viral 11.4 Cuts 11.5 Abrasions 11.6 Inflammations

## **REQUIRED SKILLS AND KNOWLEDGE**

This section describes the skills and knowledge required for this unit of competency.

### **Required Skills**

The individual needs to demonstrate the following skills:

- Communication skills
- People skills
- Time management
- Work culture
- Record keeping
- Telephone handling skills
- Complaints handling skills
- Conflict resolution skills
- Negotiation skills
- Supervisory skills
- Analytical skills
- Problem solving
- Critical thinking
- Summarizing and paraphrasing
- Listening skills
- Observations skills
- Organizational skills
- Technology skills

### **Technical skills**

- Buffing
- Trimming
- Filing
- Cuticle removal
- Fixing
- Polish application
- UV curing
- Repairing
- Filling
- Balancing
- Designing
- Mixing

### **Required Knowledge**

The individual needs to demonstrate knowledge of:  Business operational resources

- Development of standard operating procedures
- Staff remuneration
- Principles of management
- Principles of hygiene and sanitation
- Consultation and client care
- Principles of skin and nail analysis
- Introduction to nail technology
- Anatomy and physiology of the nail
- Colour spectrum
- Product knowledge
- Supplies in nail technology
- Nail technology tools and equipment
- Waste management
- Ethics and etiquette in cosmetology
- Legal framework related to salon business operations

### **EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical Aspects of Competency	<p><b><i>Assessment requires evidence that the candidate:</i></b></p> <p>1.1 Identified resource requirements for nail technology operations.</p> <p>1.2 Demonstrated understanding of legal requirements related to</p>
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	<p>salon operations.</p> <p>1.3 Observed safety and health precautions in service delivery.</p> <p>1.4 Demonstrated ability to use nail technology tools and equipment.</p> <p>1.5 Consulted and negotiated with the client.</p> <p>1.6 Appropriately conducted skin and nail plate analysis and acted.</p> <p>1.7 Demonstrated understanding of nails and skin disorders.</p> <p>1.8 Used nail technology products and supplies appropriately.</p> <p>1.9 Demonstrated ability to perform various nail technology procedures correctly.</p> <p>1.10 Demonstrated understanding of nail technology processes.</p> <p>1.11 Demonstrated understanding of nail after care</p> <p>1.12 Managed and disposed waste appropriately.</p> <p>1.13 Managed and stored recyclable supplies appropriately.</p>
2. Resource Implications	<p>The following resources <b>must</b> be provided:</p> <p>A beauty therapy workshop with a functional nail technology section.</p> <p>OR a functional beauty therapy unit</p>
3. Methods of Assessment	<p>Competency may be assessed through:</p> <p>3.1 Written test</p> <p>3.2 Observation</p> <p>3.3 Oral questioning</p> <p>3.4 Interview</p> <p>3.5 Portfolio</p> <p>3.6 Third party report</p>
4. Context of Assessment	<p>Assessment could be conducted:</p> <p>4.1 On-the-job</p> <p>4.2 Off-the-job</p> <p>4.3 During industrial attachment</p>

5. Guidance information for assessment	Holistic assessment with related units in the sector is recommended.
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