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| NPTC Logo  Freshwater 2  **School of Horticulture, Hairdressing and Applied Therapies**  **NVQ Level 3 Diploma In Beauty Therapy**  **(General and Massage routes**  **Universal Evidence**  **Work Book for the following units**  [http://t1.gstatic.com/images?q=tbn:ANd9GcR0TuF8_nNdegEvljdWSIl_04s9agKJ8VXhwJqo9KZKkOJMKGbSfcKAtac](http://www.google.co.uk/imgres?imgurl=http://www.spaparty.co.uk/images/pic4.jpg&imgrefurl=http://www.spaparty.co.uk/spaparty.html&usg=__TUKj6zT9Qv7pWB8fBhziAM9DDsU=&h=300&w=253&sz=31&hl=en&start=9&zoom=1&tbnid=gQVd9viBY4JG8M:&tbnh=116&tbnw=98&ei=NbXpT9qMK4eXhQehv8T3DA&prev=/search?q=beauty+therapy&hl=en&gbv=2&tbm=isch&itbs=1)   * ***B13*** * ***B14*** * ***B20*** * ***B23*** * ***B24*** * ***B25***  |  |  |  | | --- | --- | --- | | **Question** | **√ or X** | **Competent/Not yet**  **competent** | | **1** |  |  | | **2** |  |  | | **3** |  |  | | **4** |  |  | | **5** |  |  | | **6** |  |  | | **7** |  |  | | **8** |  |  | | **9** |  |  | | **10** |  |  | | **11** |  |  | | **12** |  |  | | **13** |  |  | | **14** |  |  | | **15** |  |  | | **16** |  |  | | **17** |  |  | | **18** |  |  | | **19** |  |  | | **20** |  |  | | **21** |  |  |  * ***B28*** * ***B29***   ***Student Name:***  ***Tutor Signature & Comments***  Date of competence: |

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**SCHOOL OF HORTICULTURE, HAIRDRESSING & APPLIED THERAPIES**

**NVQ Level 3 Diploma in Beauty Therapy**

**Universal Evidence Work Book**

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| **Q1.Explain your responsibilities under relevant Health and safety legislation, standards and guidance. ( Refer to Health and safety policies, COSHH, RIDDOR, Risk assessments etc)** |
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| **Q2.Explain your own responsibilities under local authority licensing regulations for yourself and the premises. (Local government miscellaneous provisions act and special treatments provision)** |
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| **Q3. Explain the importance of not discriminating against clients with illnesses and disabilities and why.** |
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| **Q4.State the age at which an individual is classed as a minor. Why is it necessary for a parent/guardian to be present and give consent for any treatment given and what is the legal significance of this.** |
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| **Q5. Explain your own responsibilities and reasons for maintaining personal hygiene, protection and appearance according to accepted industry and organisational requirements.** |
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| **Q6.Explain the manufacturers and organisational requirements for waste disposal.** |
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| **Q7. Explain the importance of the correct storage of client records in relation to the Data Protection act.**  **Why is it necessary to gain clients signatures on record cards?** |
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| **Q8. Explain the organisation requirements for client preparation.** |
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| **Q9. Explain your responsibilities and reasons for keeping your nails short, clean, well manicured and free of polish for all treatments.** |
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| **Q10. Explain the organisations and manufacturers requirements for treatment area, equipment maintenance and equipment cleaning regime.** |
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| **Q11. Explain the necessary environmental for all Level 3 treatments (Include, lighting, heating, ventilation, sound, and general comfort) and why these are important.** |
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| **Q12. Explain the reasons for disinfecting your hands and how to do this effectively and why is it important to maintain standards of hygiene and the principles of avoiding cross infection.** |
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| **Q13 Why is it important to position yourself and the client correctly for level 3 treatments, taking into account individual characteristics.** |
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| **Q14. What is Repetitive strain injury (RSI)? How is it caused and how do you avoid developing it when delivering certain Level 3 treatments.** |
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| **Q15. Explain the reasons for maintaining client modesty, privacy and comfort during the treatment.** |
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| **Q16. Explain how to use effective consultation techniques when communicating with clients from different cultural and religious backgrounds, ages, disabilities and genders for Level 3 treatments.** |
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| **Q17. Explain why is it important to encourage and allow time for clients to ask questions.** |
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| **Q18. Why is it important to check for contra- indications and for clients with contra- indications to seek medical advice? State the importance of not naming specific contra-indications when encouraging clients to seek medical advice.** |
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| **Q19. Explain the relationship between lifestyle patterns and effectiveness of treatment.**  **Explain the beneficial effects which can result from changes to the client’s lifestyle pattern.** |
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| **Q20. Explain the importance of giving clients clear instructions on the removal of relevant clothing, accessories and general preparation for the treatment.** |
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| **Q21. How would you recognise erythema and Hyperaemia and its causes.** |
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**Additional notes**