



Qualification Specification

ProQual Level 3 Diploma in Nail Technology

ProQual Level 3 Diploma in Nail Technology



This qualification is part of ProQual's broad offer of qualifications in the Hair and Beauty Sector.

To find out more about other qualifications in this, or any other sector, or for our latest fees; check our Fees Schedule via the QR code below:



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Introduction

The ProQual Level 3 Diploma in Nail Technology provides a nationally recognised qualification for those working in the beauty industry, and who wish to further develop their skills at providing a range of nail services. It would be suitable for candidates who want to progress into senior positions, or who would like to one day own their own business in the sector.

The aims of this qualification are:

- To allow candidates to develop and demonstrate their knowledge of nail technology.
- To allow candidates to develop and demonstrate their competence at providing a range of advanced nail services.
- To provide a progression route within the industry, for those wishing to progress within the beauty therapy or nail technology industry.

Candidates who complete this qualification, and who wish to further progress into senior management or self-employment, may wish to subsequently complete the ProQual Level 4 Diploma in Salon Management.

The awarding body for this qualification is ProQual AB. This qualification has been approved for delivery in England. The regulatory body for this qualification is Ofqual, and this qualification has been accredited onto the Regulated Qualification Framework (RQF) and has been published in Ofqual's Register of Qualifications.

Qualification Profile

Qualification Title:	ProQual Level 3 Diploma in Nail Technology
Qualification Number:	610/5036/2
Level:	3
Total Qualification Time (TQT):	540 Hours 54 Credits
Guided Learning Hours (GLH):	455 Hours
Assessment:	Pass/Fail
	Internally assessed and verified by centre staff
	Externally verified by ProQual verifiers
Qualification Start Date:	06/01/2025
Qualification Review Date:	04/08/2025
Next Review Due:	04/08/2028

Learner Profile

Candidates for this qualification should either:

- Hold a Level 2 qualification in beauty services, such as the ProQual Level 2 Diploma for Beauty Therapists, ProQual Level 2 Award in Make-Up, or an equivalent qualification.

OR

- Have three years verifiable experience working in the beauty therapy sector.

Candidates for this qualification should be employed in a role, or enrolled on a training course, that will allow them to carry out a range of make-up services on a number of real or simulated clients. Simulated clients may be paid, volunteers, or other candidates.

Candidates for this qualification must be **at least 16 years old** on the day that they are registered for this qualification. Centres are reminded that no assessment activity should be undertaken until a candidate has been registered.

Candidates who complete this qualification may go on to complete other advanced qualifications in ProQual's Hair and Beauty Suite, such as the ProQual Level 4 Diploma in Salon Management.

Qualification Structure

This qualification consists of **six** mandatory units. Candidates must complete both mandatory units to complete this qualification.

There are no optional units in this qualification.

Unit Number	Unit Title	Level	TQT	GLH
Mandatory Units – Candidates must complete all units in this group.				
J/651/2395	Health and Safety in a Salon Environment	2	10	10
F/651/3761	Providing Advice and Instruction on Products and Services	3	50	45
D/651/3931	Principles and Practice of Advanced Nail Art	3	120	100
J/651/4022	Providing Natural Nail Reconstruction Services	3	120	100
L/651/4024	Principles and Practice of Nail Enhancement using an Electronic File	3	120	100
T/651/4036	Principles and Practice of Airbrush Nail Designs	3	120	100

Centre Requirements

Centres must be approved to deliver this qualification. If your centre is not approved to deliver this qualification, please complete and submit the **ProQual Additional Qualification Approval Form**.

Materials produced by centres to support candidates should:

- Enable them to track their achievements as they progress through the learning outcomes and assessment criteria.
- Provide information on where ProQual's policies and procedures can be viewed.
- Provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence.

Centres must have the appropriate equipment to enable candidates to carry out the practical requirements of this qualification.

Certification

Candidates who achieve the requirements for this qualification will be awarded:

- A certificate listing all units achieved, and
- A certificate giving the full qualification title:

ProQual Level 3 Diploma in Nail Technology

Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the qualification. All certificates will be issued to the centre for successful candidates.

Unit certificates

If a candidate does not achieve all of the units required for a qualification, the centre may claim a unit certificate for the candidate which will list all of the units achieved.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement.

Assessment Requirements

Each candidate is required to produce a portfolio of evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:

- Observation report by assessor.
- Assignments/projects/reports.
- Professional discussion.
- Witness testimony.
- Candidate product.
- Worksheets.
- Record of oral and written questioning.
- Recognition of Prior Learning.

Candidates must demonstrate the level of competence described in the units. Assessment is the process of measuring a candidate's skill, knowledge and understanding against the standards set in the qualification.

Centre staff assessing this qualification must be **occupationally competent** and qualified to make assessment decisions. Assessors who are suitably qualified may hold a qualification such as, but not limited to:

- ProQual Level 3 Certificate in Teaching, Training and Assessment.
- ProQual Level 3 Award in Education and Training.
- ProQual Level 3 Award in Assessing Competence in the Work Environment.
(Suitable for assessment taking place in a working salon only.)
- ProQual Level 3 Award in Assessing Vocational Achievement.
(Suitable for assessment taking place in a simulated training environment only.)

Candidate portfolios must be internally verified by centre staff who are **occupationally knowledgeable** and qualified to make quality assurance decisions. Internal verifiers who are suitably qualified may hold a qualification such as:

- ProQual Level 4 Award in the Internal QA of Assessment Processes and Practice.
- ProQual Level 4 Certificate in Leading the Internal QA of Assessment Processes and Practice.

Occupationally competent means capable of carrying out the full requirements contained within a unit. **Occupationally knowledgeable** means possessing relevant knowledge and understanding.

Enquiries, Appeals and Adjustments

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Units – Learning Outcomes and Assessment Criteria

Title:		Health and Safety in a Salon Environment		Level:	2
Unit Number:	J/651/2395	TQT:	10	GLH:	10
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Prepare salon areas for treatment.	1.1	Identify common hazards and risks in a salon environment.		
		1.2	State the health and safety requirements for practitioners carrying out beauty treatments, including but not limited to: • Health and Safety at Work Act. • The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). • Manual Handling Operations Regulations. • Control of Substances Hazardous to Health Regulations (COSHH).		
		1.3	Describe how to clean, disinfect and sterilise different types of tools and equipment.		
		1.4	Explain the difference between sterilisation and disinfection.		
		1.5	Explain why it is important to follow salon procedures and any given instructions when setting up tools and equipment for a given treatment.		
		1.6	Describe the required environmental conditions for a given treatment, including: • Lighting. • Heating. • Ventilation. • General Comfort.		

1	<i>Continued</i>	1.7	Explain why it is important that the above environmental conditions are provided.
		1.8	Explain why it is important to maintain personal hygiene, protection and appearance according to accepted industry and organisational standards.
		1.9	Explain the reasons and importance of keeping records of treatments.
2	Maintain salon treatment areas.	2.1	Explain how to safely dispose of waste materials and products from beauty treatments.
		2.2	Explain the requirements for re-stocking products and other items.
		2.3	Describe own responsibilities in relation to the storage of: • Equipment. • Products. • Client records.
		2.4	Describe how the work area should be left after a treatment.
		2.5	Explain why it is important to leave the work area in the condition described above.

Additional Assessment Information

This unit is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Centres may use the appropriate ProQual Candidate Workbook, or their own, centre devised, assignments.

This unit is a **common unit**. Centres should be aware that candidates may have completed this unit as part of another ProQual Hair and Beauty qualification and may be eligible for recognition of prior learning.

Title:		Providing Advice and Instruction on Products and Services		Level:	3
Unit Number:	F/651/3761	TQT:	50	GLH:	45
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand how to provide advice and instruction on products and services.	1.1	Explain how to interpret the consultation and analysis outcomes in order to determine appropriate advice, products and services.		
		1.2	Explain why it is important to keep up to date with: • Emerging technologies. • Policies. • Procedures. • Best practice guidance.		
		1.3	Explain how to introduce additional products and services to clients.		
		1.4	Explain the factors that influence a client's use of additional products and services.		
		1.5	Describe how to use the following communication methods to provide balanced information about products and services: • Active listening. • Non-verbal and verbal communication. • Receiving feedback. • Asking questions.		
		1.6	Explain why it is important to encourage the client to ask questions about the products or services.		
		1.7	Explain why it is important to allow time for the client to reflect on the advice given.		
		1.8	Describe how to interpret a client's body language to gauge their interest in a product or service.		
		1.9	Explain why it is important to offer a range of products and services at a range of price points.		

1	<i>Continued</i>	1.10	Explain how using additional products and services can benefit: • The business. • The client.
		1.11	Describe how to secure the client's commitment to using additional products and services.
		1.12	Explain when and why a referral to a relevant professional would be required.
		1.13	Explain why demonstrable and instructional techniques will help close a sale.
		1.14	Describe how to conclude a sale in accordance with organisational policies and procedures.
		1.15	Explain why it is important to update the client's service records with details of the additional product and service.
2	Provide advice and instruction to clients.	2.1	Investigate and establish the clients objectives, concerns and desired outcomes, including: • Lifestyle. • Budget. • Time.
		2.2	Obtain the client's consent for, and carry out, an analysis of the treatment area.
		2.3	Identify and describe appropriate products or services suitable for the client, including: • Benefits. • Application techniques. • Cost. • Duration. • Expected outcome of the product or service.
		2.4	Allow time for the client to reflect and encourage, and answer, questions from the client about the product or service.

2	Continued	2.5	Secure the client's agreement and understanding of the product or service, including using: • Skills demonstration. • Use of visual aids. • Verbal explanation. • Use of written instructions.
		2.6	Conclude the sale in accordance with organisational policies and update the client's procedure records.

Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
- Assessor's observation report.
- Expert witness testimony.
- Candidate reflection on own practical work.

An observation report and witness testimony are differentiated as follows:

- An **assessor's report** is completed by a qualified assessor who observes the candidate carrying out practical work. The assessor will make assessment decisions as they observe and record these in the report, alongside a commentary of what they observe.
- A **witness statement** is completed by a suitably qualified or experienced expert who observes the candidate carrying out practical work. The witness statement will contain **only** a commentary of what has been observed. An assessor must then use the witness statement, alongside any additional evidence to make assessment decisions.
- In all cases, an assessor's report is preferred as evidence over a witness statement; as it is always better for an assessor to observe a candidate live.

Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least four times, across all units** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Principles and Practice of Advanced Nail Art		Level:	3
Unit Number:		D/651/3931	TQT:	120	GLH: 100
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand how to prepare for and provide advanced nail art services.	1.1	Describe the contra-indications for nail art services, including: - Relative and absolute contra-indications. - How the service should be modified. - If a referral to a healthcare professional is required.		
		1.2	Explain why it is important to recognise suspicious skin irregularities and refer them to an appropriate healthcare professional.		
		1.3	Explain how the following factors can impact nail art services: - Nail and skin condition. - Length and shape of the nail. - Client lifestyle. - Client expectations.		
		1.4	Describe the methods used to prepare nails for a nail art application.		
		1.5	Explain how the following nail art products can be used to create a range of designs and effects: - Liquid monomer and polymer powder. - UV cured nail products. - Airbrush.		

1	Continued	1.6	Explain how the following nail art techniques can be used to create a range of designs and effects: • Ombre. • Marbling. • 2D and 3D. • Adding glitter to the lines of colour powder. • Adding glitter to the colour. • Freehand. • Imprinting. • Encapsulating. • Embedding. • Extreme nail shapes. • Layering. • Gloss and matte finishes. • One stroke painting technique.
		1.7	Describe the risks associated with nail art services and how to mitigate them.
		1.8	Describe the signs and symptoms of the following adverse reactions: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Overexposure. • Lifting of the product.
		1.9	Explain how nail art services can cause the following adverse reactions, and how to work to avoid then: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Overexposure. • Lifting of the product.

1	Continued	1.10	Describe the action that should be taken if any of the following adverse reactions occur: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Overexposure. • Lifting of the product.
		1.11	Explain the advice and guidance that should be given to clients following a nail art service.
2	Provide a range of advanced nail art services.	2.1	Carry out a concise and comprehensive consultation with the client, including: • Client objectives, desires and expectations. • Client lifestyle. • Current nail and skin condition. • Identification of any contra-indications. • Exploring a variety of nail art designs. • Associated risks. • Associated fees and timescales.
		2.2	Ensure the client understands the proposed nail art service and obtain their informed consent.
		2.3	Prepare for the nail art service, including: • Preparing the nail surface for the nail art design. • Select and prepare the nail art products and tools.
		2.4	Apply a range of nail art products, including: • Liquid monomer and polymer powder. • UV cured nail products. • Airbrush.

2	Continued	2.5	Use a range of nail art techniques, including: • Ombre. • Marbling. • 2D and 3D. • Adding glitter to the lines of colour powder. • Adding glitter to the colour. • Freehand. • Imprinting. • Encapsulating. • Embedding. • Extreme nail shapes. • Layering. • Gloss and matte finishes. • One stroke painting technique.
		2.6	Finish the nail art design, leaving the surrounding skin free from product.
		2.7	Adhere to health and safety requirements at all times, including: • Monitoring the client's health and wellbeing throughout the service. • Implementing the correct course of action in the event of an adverse reaction.
		2.8	Conclude the nail art service, including: • Ensure that the result is to the individual's satisfaction and meets the agreed design plan. • Complete the client's records in line with legislative and organisational requirements. • Provide appropriate advice and guidance to the client.
		2.9	Evaluate the service provided, including: • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.

Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
- Assessor's observation report.
- Expert witness testimony.
- Candidate reflection on own practical work.

An observation report and witness testimony are differentiated as follows:

- An **assessor's report** is completed by a qualified assessor who observes the candidate carrying out practical work. The assessor will make assessment decisions as they observe and record these in the report, alongside a commentary of what they observe.
- A **witness statement** is completed by a suitably qualified or experienced expert who observes the candidate carrying out practical work. The witness statement will contain **only** a commentary of what has been observed. An assessor must then use the witness statement, alongside any additional evidence to make assessment decisions.
- In all cases, an assessor's report is preferred as evidence over a witness statement; as it is always better for an assessor to observe a candidate live.

Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least three times** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Providing Natural Nail Reconstruction Services		Level:	3
Unit Number:	J/651/4022	TQT:	120	GLH:	100
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand how to provide, maintain and repair cosmetic reconstruction of the nail.	1.1	Describe the contra-indications for a nail reconstruction service, including: - Relative and absolute contra-indications. - How the service should be modified. - If a referral to a healthcare professional is required.		
		1.2	Explain the importance of recognising suspicious skin irregularities and lesions and referring them to a relevant medical professional.		
		1.3	Explain how the following factors can impact a nail reconstruction service: - Medical history. - Lifestyle factors. - Client expectations.		
		1.4	Describe the signs, symptoms and causes of the following nail conditions: - Onychophagy. - Discolouration. - Misshapen. - Split above the hyponychium. - Beau lines. - Longitudinal and horizontal ridges. - Dehydrated. - Onychorrhexis. - Leukonychia. - Onycholysis.		
		1.5	Explain how to conduct a nail and skin analysis, and why it is important.		

1	Continued	1.6	Describe the equipment used for nail reconstruction services, including but not limited to: • UV CFL. • UV LED.
		1.7	Explain how to use and maintain the equipment used for nail reconstruction services, including but not limited to: • UV CFL. • UV LED.
		1.8	Describe how the following techniques are used in a nail reconstruction service: • Infill. • Rebalance. • Backfill. • Replacement of overlay. • Repair of overlay.
		1.9	Explain how to apply nail enhancements to ensure maximum strength and longevity.
		1.10	Describe the different types of sculpting forms available and how to use them.
		1.11	Explain the different types, benefits and limitations of UV cured nail products and monomer liquid/polymer powder used in cosmetic nail reconstruction services, including when these products would be unsuitable for reconstruction of the nails.
		1.12	Explain how to match coloured nail enhancement products to the client's natural skin classification.
		1.13	Describe the chemical composition of monomer liquid and polymer powder and how polymerisation occurs when they are combined, including factors that can adversely affect the chemical processes.
		1.14	Explain why a free margin is left around the surrounding skin.

1	Continued	1.15	Describe the chemical composition and curing process of UV cured nail products, including: • How and why curing time can vary. • How to avoid under-curing. • How to avoid over-curing.
		1.16	Explain how alkaline and acidic bonding agents balance the pH of the nail to improve adhesion of UV cured nail products.
		1.17	Explain how and why to prepare the nail for a reconstruction service, including: • The types of hygiene products for the skin. • Why it is important to clean and dry the natural nail before the service. • Why a pre-treatment product is used to dehydrate the nail plate.
		1.18	Explain why a post-treatment product is used following a cosmetic reconstruction of the nail, including: • Creams. • Oils.
		1.19	Describe the signs and symptoms of the following adverse reactions: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Overexposure. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection. • Onycholysis.

1	Continued	1.20	Explain how a nail reconstruction service can cause the following adverse reactions, and how to avoid them: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Overexposure. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection • Onycholysis.
		1.21	Describe the correct course of action to take if any of the following adverse reactions take place: • Allergic reaction. • Discolouration of the product. • Discolouration of the nail plate. • Discolouration of the nail bed. • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Overexposure. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection • Onycholysis.
2	Provide cosmetic nail reconstruction services.	2.1	Carry out a concise and comprehensive consultation, including: • Client objectives, desires and expectations, including desired nail length and shape. • Client lifestyle. • Current nail and skin condition. • Identification of any contra-indications. • Alternative treatment options. • Associated risks. • Physical sensation of the service. • Associated fees and timescales.

2	Continued	2.2	Agree with the client that they have understood the proposed nail reconstruction service and obtain their informed consent.
		2.3	Prepare the treatment area for the service, including: • Removing any existing product from the nail. • Using an appropriate hygiene product. • Leaving the nail clean and dry.
		2.4	Prepare the nail for the reconstruction, including: • Shape the nails to ensure a smooth free edge. • Prepare the cuticles in accordance with manufacturer instructions. • Use tools to remove the cuticle from the visible nail plate. • Prepare the nail plate for the service.
		2.5	Sculpt using liquid and polymer powder on the nails, including: • Customise and fit the sculpting form to ensure that no product comes into contact with the surrounding skin. • Use the required monomer liquid to polymer powder ratio. • Apply the liquid and powder, leaving a free margin from the surrounding skin. • Create an artificial nail structure. • Use filing techniques to create the required balance, shape and length. • Use buffing techniques to create a smooth and even surface and shine.

2	Continued	2.6	Sculpt using UV cured nail products on the nails, including: • Prepare the UV equipment as required. • Customise and fit the sculpting form to ensure that no product comes into contact with the surrounding skin. • Apply the UV cured nail product, leaving a free margin from the surrounding skin. • Create an artificial nail structure. • Cure the nails using the UV equipment. • Remove the inhibition layer from the UV cured nail product surface. • Use filing techniques to create the required balance, shape and length. • Seal with a UV cured nail product overlay.
		2.7	Maintain and repair cosmetic reconstruction of the nail enhancements, including: • Identify damage to the nail enhancement • Determine if the enhancement can be repaired or should be replaced. • Use appropriate techniques to repair and restore the enhancement. • Remove and replace the enhancement.
		2.8	Adhere to health and safety requirements at all times, including: • Monitoring the client's health and wellbeing throughout the service. • Implementing the correct course of action in the event of an adverse reaction.
		2.9	Conclude the reconstruction service, including: • Ensure that the result is to the individual's satisfaction. • Complete the client's records in line with legislative and organisational requirements. • Provide appropriate advice and guidance to the client.

2	Continued	2.10	Evaluate the service provided, including: • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.
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Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
- Assessor's observation report.
- Expert witness testimony.
- Candidate reflection on own practical work.

An observation report and witness testimony are differentiated as follows:

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- A **witness statement** is completed by a suitably qualified or experienced expert who observes the candidate carrying out practical work. The witness statement will contain **only** a commentary of what has been observed. An assessor must then use the witness statement, alongside any additional evidence to make assessment decisions.
- In all cases, an assessor's report is preferred as evidence over a witness statement; as it is always better for an assessor to observe a candidate live.

Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least three times** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Principles and Practice of Nail Enhancement using an Electronic File		Level:	3
Unit Number:	L/651/4024	TQT:	120	GLH:	100
Learning Outcomes The learner will be able to:		Assessment Criteria The learner can:			
1	Understand how to provide nail enhancement services using an electronic file.	1.1	Describe the contra-indications for the use of an electronic nail file, including: - Relative and absolute contra-indications. - How the service should be modified. - If a referral to a healthcare professional is required.		
		1.2	Explain the importance of recognising suspicious skin irregularities and lesions and referring them to a relevant medical professional.		
		1.3	Explain how the following factors can impact a nail enhancement service using an electronic file: - Medical history. - Lifestyle factors. - Client expectations.		
		1.4	Describe the types and use of E-filing equipment and 'Off' nail E-file attachments.		
		1.5	Describe the E-filing techniques, including: - Thinning out overlays. - Buffing. - Removing UV gel polish. - Use of different speeds of rotation. - Reposition the white. - Reposition the colour.		
		1.6	Explain how to position and support the individual's finger whilst carrying out an E-file service.		

1	Continued	1.7	Explain why it is important to maintain three points of contact whilst carrying out an E-file service.
		1.8	Explain how to adapt the equipment for left and right handed use.
		1.9	Explain the reasons for working in one direction across the nail enhancement overlay.
		1.10	Explain why it is important to work in the opposite direction to the rotation of the file attachment.
		1.11	Describe how to maintain the balance, shape and position of apex when E-filing.
		1.12	Explain the limitations of electronic files, including: • The damage caused by inappropriate use or misuse of E-files. • How to avoid a buildup of heat when using an E-file. • The reasons why E-files should never be used for tip blending. • The importance of adequate extraction throughout the E-filing service.
		1.13	Describe how E-file attachments can be kept clean and hygienic.
		1.14	Describe the following nail E-file attachments, and how and why they are used: • Carbide. • Diamond bit. • Backfill bit. • Mandrel and sanding band. • Under nail cleaner. • Buffing bit.
		1.15	Describe the signs and symptoms of the following adverse reactions: • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection. • Onycholysis.

1	Continued	1.16	Explain how nail enhancement using an electronic file can cause the following adverse reactions and how they can be avoided: • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection. • Onycholysis.
		1.17	Describe the appropriate action to take if any of the following adverse reactions occur: • Thinning of the nail plate. • Cuts and abrasions. • Bruising. • Exothermic reaction. • Lifting of the product. • Premature loss of enhancement. • Infection. • Onycholysis.
2	Provide nail enhancement services using an electronic file.	2.1	Carry out a concise and comprehensive consultation, including: • Client objectives, desires and expectations, including desired nail length and shape. • Identification of any contra-indications. • Alternative treatment options. • Associated risks. • Physical sensation of the service. • Associated fees and timescales.
		2.2	Agree with the client that they have understood the proposed E-file service and obtain their informed consent.
		2.3	Prepare for the E-file service, including: • Ensuring appropriate dust extraction is in place. • Removing any existing product for the nail.

2	Continued	2.4	Reduce bulk and shape nail enhancements using the E-file to achieve the agreed structure, shape and length, including: • Work in a way that minimises damage to the natural nail and surrounding skin. • Use an appropriate speed and pressure. • Move the E-file in one direction across the nail. • Use 'Off' nail E-file attachment rotating in the opposite direction to which you are working. • Ensure continuous movement of the file to avoid a build-up of heat on the nail plate. • Rotate the client's finger to ensure the file is flat against the nail enhancement.
		2.5	Use the following E-filing techniques: • Reducing overlay bulk. • Reducing length. • Refining surfaces. • Thinning out the free edge. • Removing UV gel polish. • Buffing. • Reposition the white. • Reposition the colour.
		2.6	Use the following off nail E-file attachments: • Carbide. • Diamond bit. • Backfill bit. • Mandrel and sanding band. • Under nail cleaner. • Buffing bit.
		2.7	Refine and buff using the E-file to achieve the final finish.
		2.8	Adhere to health and safety requirements at all times, including: • Monitoring the client's health and wellbeing throughout the service. • Implementing the correct course of action in the event of an adverse reaction.

2	Continued	2.9	Conclude the nail enhancement service, including: • Ensure that the result is to the individual's satisfaction and meets the agreed design plan. • Complete the client's records in line with legislative and organisational requirements. • Provide appropriate advice and guidance to the client.
		2.10	Evaluate the service provided, including: • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.

Additional Assessment Information

Learning Outcome 1 is **knowledge based**. This means that evidence is expected to take the form of candidate's written work and/or records of appropriate professional discussions.

Learning Outcome 2 is **competency based**. This means that the candidate is expected to perform the tasks, and demonstrate the level of competence, outlined in the assessment criteria. It is expected that evidence will be a combination following:

- Photographic and/or video evidence of the candidate's practical work.
- Assessor's observation report.
- Expert witness testimony.
- Candidate reflection on own practical work.

An observation report and witness testimony are differentiated as follows:

- An **assessor's report** is completed by a qualified assessor who observes the candidate carrying out practical work. The assessor will make assessment decisions as they observe and record these in the report, alongside a commentary of what they observe.
- A **witness statement** is completed by a suitably qualified or experienced expert who observes the candidate carrying out practical work. The witness statement will contain **only** a commentary of what has been observed. An assessor must then use the witness statement, alongside any additional evidence to make assessment decisions.
- In all cases, an assessor's report is preferred as evidence over a witness statement; as it is always better for an assessor to observe a candidate live.

Assessors may wish use to use a checklist or evidence matrix to organise and track the assessment outcomes that have been achieved, but these **do not**, in themselves, constitute evidence of achievement.

An assessor's report or witness statement alone is unlikely to be sufficient evidence of achievement. Reports and statements should always be accompanied by photographic and/or video evidence.

Centres may use the appropriate ProQual Candidate Workbook to organise candidate evidence or may use their own portfolio templates.

It is expected that competence of each assessment criteria will be observed **at least twice** before it is awarded.

Evidence of practical skills **may** be simulated, provided:

- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Title:		Principles and Practice of Airbrush Nail Designs		Level:	3
Unit Number:	T/651/4036	TQT:	120	GLH:	100
Learning Outcomes The learner will be able to:		Assessment Criteria The learner can:			
1	Understand how to provide airbrush nail design services.	1.1	Describe the signs and symptoms of the following contra-indications: • Fungal infection. • Bacterial infection. • Viral infection. • Parasitic infections. • Severe nail separation. • Severe eczema. • Psoriasis. • Dermatitis. • Severely bitten or damaged nails. • Unknown swelling and redness. • Cuts and abrasions. • Asthma. • Bronchial conditions.		
		1.2	For each of the contra-indications identified above, explain: • If they are an absolute or relative contraindication. • What modifications would be required. • If and why a contra-indication may need to be referred to a relevant healthcare professional.		
		1.3	Explain how the shape and condition of the client's nails can limit design choice.		
		1.4	Explain why the airbrush equipment must be checked and tested before use.		
		1.5	Explain the reasons for applying a nail base prior to the airbrush design.		
		1.6	Describe the basic principles of complementary colour theory.		
		1.7	Explain how to select, blend and mix airbrush products.		

1	Continued	1.8	Describe the following airbrush designs: • French. • Fancy French. • Animal print. • Floral. • Tropical. • Seasonal. • Abstract designs.
		1.9	Describe how and when to use the following airbrush techniques: • Contouring. • Stencilling. • Masking. • Colour fading. • Blending.
		1.10	Describe the different types of stencilling materials available and their effects.
		1.11	Describe the benefits of creating a design portfolio showing the variety of airbrush designs.
		1.12	Explain how to customise and create airbrush designs to suit different occasions.
		1.13	Explain the meaning of PSI and how it is used, including: • How to create different effects by varying the PSI. • How distance and pressure can affect the coverage and density of the colour. • The risk associated with the use of pressurised airbrush equipment.
		1.14	Describe how to maintain airbrush equipment, including: • The methods used to clean and maintain equipment. • The problems that can occur with airbrush equipment and how to troubleshoot and correct them.
		1.15	Describe the signs, symptoms, methods of avoiding and correct course of action should an allergic reaction occur.

2	Carry out airbrush nail art services.	2.1	Carry out a concise and comprehensive consultation, including: • Client objectives and concerns. • Current condition of the skin and nails, and any limitations to the designs. • Identification of any potential contra-indications and appropriate action. • Associated risks. • Associated fees and timescales.
		2.2	Agree the design and techniques to be used and obtain the client's informed consent for the service.
		2.3	Prepare for the airbrush nail art service, including: • Test the pressure and operation of the airgun. • Disinfect the area to be treated and remove any existing product. • Select the appropriate products, tools and equipment for the service.
		2.4	Apply the nail art base for the airbrush design.
		2.5	Use appropriate airbrush techniques to create the agreed design, including: • Contouring. • Stencilling. • Masking. • Colour fading. • Blending.
		2.6	Finish the airbrush design, including: • Seal the design, leaving the cuticle and side wall free from product. • Apply a top coat to protect the airbrush design.
		2.7	Adhere to health and safety requirements at all times, including: • Monitoring the client's health and wellbeing throughout the service. • Implementing the correct course of action in the event of an adverse reaction.

2	Continued	2.8	Conclude the airbrush nail art service, including: • Ensure that the result is to the individual's satisfaction and meets the agreed design plan. • Complete the client's records in line with legislative and organisational requirements. • Provide appropriate advice and guidance to the client.
		2.9	Evaluate the service provided, including: • Areas of strength. • Areas for improvement. • Action to be taken to implement improvement.

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It is expected that competence of each assessment criteria will be observed **at least four times** before it is awarded.

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- All practical activities are carried out on live models.
- The simulated environment matches, as close as possible, the environment found in a working salon.

Appendix One – Command Verb Definitions

The table below explains what is expected from each **command verb** used in an assessment objective. Not all verbs are used in this specification

Apply	Use existing knowledge or skills in a new or different context.
Analyse	Break a larger subject into smaller parts, examine them in detail and show how these parts are related to each other. This may be supported by reference to current research or theories.
Classify	Organise information according to specific criteria.
Compare	Examine subjects in detail, giving the similarities and differences.
Critically Compare	As with compare, but extended to include pros and cons of the subject. There may or may not be a conclusion or recommendation as appropriate.
Describe	Provide detailed, factual information about a subject.
Discuss	Give a detailed account of a subject, including a range of contrasting views and opinions.
Explain	As with describe, but extended to include causation and reasoning.
Identify	Select or ascertain appropriate information and details from a broader range of information or data.
Interpret	Use information or data to clarify or explain something.
Produce	Make or create something.
State	Give short, factual information about something.
Specify	State a fact or requirement clearly and in precise detail.



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