



Qualification Specification

ProQual Level 3 Diploma in Permanent Tattooing Services

ProQual Level 3 Diploma in Permanent Tattooing Services



This qualification is part of ProQual's broad offer of qualifications in the Hair, Beauty and Aesthetics 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:



Scan Here

Contents

Contents	2
Introduction	3
Qualification Profile	4
Learner Profile	5
Qualification Structure	6
Centre Requirements	7
Certification	8
Assessment Requirements	9
Enquiries, Appeals and Adjustments	10
Units – Learning Outcomes and Assessment Criteria	11
Health and Safety in a Salon Environment	11
Infection Control and Prevention for Cosmetic, Aesthetic and Needle Related Treatments	14
Anatomy and Physiology for Aesthetic Practice	17
Professional Practice for Tattooists	23
Principles and Practice of Permanent Tattooing	25
Appendix One – Command Verb Definitions	33

Introduction

The ProQual Level 3 Diploma in Permanent Tattooing Services provides a nationally recognised qualification for individuals looking to develop their skills and knowledge in professional tattooing. This qualification equips learners with the technical expertise, artistic ability, and industry knowledge required to perform safe and high-quality permanent tattooing services in a professional setting.

The aims of this qualification are:

- To allow candidates to develop and demonstrate their competency in permanent tattooing techniques, including design, application, and aftercare.
- To develop the essential knowledge of skin anatomy, colour theory, and equipment handling
- To support candidates in building a successful career in the tattooing industry.

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 Permanent Tattooing Services
Qualification Number:	610/5473/2
Level:	3
Total Qualification Time (TQT):	375 Hours 37 Credits
Guided Learning Hours (GLH):	190 Hours
Assessment:	Pass/Fail
	Internally assessed and assured by centre staff
	Externally verified by ProQual verifiers
Qualification Start Date:	31/03/2025
Qualification Review Date:	01/08/2025
Next Review Due:	01/08/2028

Learner Profile

There are no formal entry requirements for this qualification.

Centres should carry out their own assessment of candidate's knowledge and skills to identify gaps and determine the assessment plan.

Candidates must be **at least 18** years old on the day that they are registered for this qualification, centres are reminded that no assessment activity may take place before a candidate has been registered.

Candidates who complete this qualification may progress onto other qualifications within the ProQual Hair, Beauty and Aesthetics suite.

Qualification Structure

This qualification consists of **five** mandatory units. Candidates must complete both mandatory units to complete this qualification. There are no optional units.

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
L/651/2397	Infection Control and Prevention for Cosmetic, Aesthetic and Needle Related Treatments	2	25	20
R/651/2399	Anatomy and Physiology for Aesthetic Practice	3	120	40
M/651/5359	Professional Practice for Tattooists	3	100	40
A/651/5361	Principles and Practice of Permanent Tattooing	3	120	80

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 Permanent Tattooing Services

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: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • Lighting. • Heating. • Ventilation. • General comfort. 		
		1.7	Explain why it is important that the above environmental conditions are provided.		

1	<i>Continued</i>	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: <ul style="list-style-type: none"> • 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:		Infection Control and Prevention for Cosmetic, Aesthetic and Needle Related Treatments		Level:	2
Unit Number:	L/651/2397	TQT:	25	GLH:	20
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand non-infectious and infectious hazards that are associated with cosmetic, aesthetic and needle treatments.	1.1	Describe the cell structure and key features of: <ul style="list-style-type: none"> • Bacteria. • Fungi. • Viruses. 		
		1.2	Describe the ideal conditions for the growth of micro-organisms.		
		1.3	Define the term "pathogen".		
		1.4	List five common illness caused by: <ul style="list-style-type: none"> • Bacteria. • Fungi. • Viruses. 		
		1.5	Define the term "parasite".		
		1.6	Explain the difference between an endoparasite and an ectoparasite.		
		1.7	Identify three common ectoparasites that colonise humans.		
		1.8	Explain the difference between infection and colonisation.		
		1.9	Describe what is meant by: <ul style="list-style-type: none"> • Localised infection. • Systemic infection. 		
		1.10	Describe what is meant by: <ul style="list-style-type: none"> • Direct transmission. • Indirect transmission. • Vector transmission. 		

1	Continued	1.11	Describe how, within the salon environment, an infective agent could: <ul style="list-style-type: none"> • Enter the body. • Be transmitted from person to person.
		1.12	Identify common non-infectious hazards that might arise as part of cosmetic, aesthetic or needle treatments.
		1.13	Explain how an injury to the skin can be a risk to an individual.
		1.14	Identify treatments within the salon that would require the use of infection control procedures.
2	Understand how to control non-infectious and infectious risk.	2.1	Explain the roles and responsibilities of the employer and employee in the prevention and control of infection.
		2.2	Explain how the skin acts as a defence against infection.
		2.3	Describe the procedures that would be followed, in relation to infection prevention and control, for: <ul style="list-style-type: none"> • Consultation. • Aftercare. • Hand hygiene. • Environment management. • Equipment management. • Cleaning, disinfecting and sterilisation. • Personal protective equipment. • Management of body fluids. • Needle stick injuries. • Waste disposal and collection. • Management of occupational exposure.

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 ProQual Level 2 Award in Infection Control and Prevention in Aesthetic Practice 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:		Anatomy and Physiology for Aesthetic Practice		Level:	3
Unit Number:	R/651/2399	TQT:	120	GLH:	40
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand how the human body is organised.	1.1	State what is meant by: <ul style="list-style-type: none"> • Cell. • Tissue. • Organ. • Organ system. • Organism. 		
		1.2	Describe the structure of a typical animal cell, including: <ul style="list-style-type: none"> • Cell membrane. • Cytoplasm. • Cytoplasmic matrix. • Nucleus. • Other organelles. 		
		1.3	Describe the structure of the phospholipid bilayer.		
		1.4	Describe the function of: <ul style="list-style-type: none"> • The Nucleus. • Mitochondria. • Golgi apparatus. • Lysosome. • Cell membrane. 		
		1.5	Describe how substances pass through the cell membrane by: <ul style="list-style-type: none"> • Osmosis. • Diffusion. • Active transport. 		
		1.6	Identify the stages of mitosis.		

1	Continued	1.7	Describe the different types of tissue found within the body, including: <ul style="list-style-type: none"> • Epithelial. • Connective. • Nervous. • Muscular.
		1.8	Describe what is meant by the term "homeostasis".
2	Understand the structure and function of the integumentary system.	2.1	Identify the parts of the body that belong to the integumentary system.
		2.2	Describe the structure of the skin, including: <ul style="list-style-type: none"> • Epidermis. • Dermis. • Subcutaneous layer.
		2.3	Explain the functions of the skin.
		2.4	Describe what is meant by the following, in relation to the appearance and classification of the skin: <ul style="list-style-type: none"> • Genotype. • Phenotype.
		2.5	Describe how the Fitzpatrick Scale is used to classify the skin.
		2.6	Describe how the Lancer scale is used to classify the skin.
		2.7	Describe the types of hair found on the human body, including: <ul style="list-style-type: none"> • Lanugo. • Vellus. • Terminal.
		2.8	Describe the structure of the hair, including: <ul style="list-style-type: none"> • Shaft. • Medulla. • Cortex. • Cuticle. • Root sheath. • Germinal matrix.
		2.9	Describe how hair grows.

2	Continued	2.10	Describe the structure of the nails, including: <ul style="list-style-type: none"> • Nail plate. • Nail bed. • Nail grooves. • Geminal matrix. • Cuticle.
		2.11	Describe the function of nails.
		2.12	Describe how the nails grow.
3	Understand the structure and function of the skeletal system, within the face.	3.1	Describe the types of bone found within the human body, including: <ul style="list-style-type: none"> • Long. • Short. • Irregular. • Flat. • Sesamoid.
		3.2	Describe the function of the bones, including: <ul style="list-style-type: none"> • Protection of organs. • Movement. • Structure and support. • Production of blood cells.
		3.3	Describe the different types of joint, including: <ul style="list-style-type: none"> • Fixed. • Hinge. • Ball and socket. • Pivot. • Condylloid. • Saddle. • Gilding. • Cartilaginous.

3	Continued	3.4	Identify the position and function of the following bones: <ul style="list-style-type: none"> • Frontal. • Parietal. • Occipital. • Temporal. • Sphenoid. • Ethmoid. • Nasal. • Maxillae. • Lacrimal. • Zygomatic. • Palatine. • Vomer. • Mandible.
		3.5	Describe what a foramen is.
		3.6	Identify the position of the foramina within the facial bones.
4	Understand the structure and function of the muscular system, within the face and neck.	4.1	Describe the different types of muscle found within the human body, including: <ul style="list-style-type: none"> • Skeletal. • Smooth. • Cardiac.
		4.2	Describe the function of muscles.
		4.3	Explain how a muscle contracts.
		4.4	Identify the position and function of the muscles of the following muscles: <ul style="list-style-type: none"> • Orbital. • Nasal. • Oral.
5	Understand the structure and function of the circulatory system, within the face and neck.	5.1	Describe the composition of the blood.
		5.2	Explain the function of: <ul style="list-style-type: none"> • Plasma. • Erythrocytes. • Leucocytes. • Thrombocytes.
		5.3	Compare the structures of veins, arteries and capillaries.

5	Continued	5.4	Identify the position of the following arteries within the head and neck: <ul style="list-style-type: none"> • Common carotid. • External carotid. • Occipital. • Facial. • Maxillary • Lingual. • Superficial. • Temporal. • Thyroid.
		5.5	Identify the position of the following veins within the head and neck: <ul style="list-style-type: none"> • External jugular. • Internal jugular. • Common facial. • Anterior facial. • Maxillary. • Superficial. • Temporal.
6	Understand the structure and function of the nervous system, within the face and neck.	6.1	Describe the structure of structure of a nerve cell, including: <ul style="list-style-type: none"> • Cell body. • Dendrite. • Axon. • Myelin sheath. • Node of Ranvier. • Synapse.
		6.2	Explain how a synapse works.
		6.3	Describe the function of the nervous system.
		6.4	Compare the sympathetic and parasympathetic nervous system.
		6.5	Compare a sensory neurone and a motor neurone.
		6.7	Compare the central nervous system and the peripheral nervous system.

6	Continued	6.8	Describe the structure of the nervous system including: <ul style="list-style-type: none"> • Brain. • Spinal cord. • The 12 pairs of cranial nerves. • The 31 pairs of spinal nerves.
		6.9	Describe the position and function of the following nerves within the head and neck: <ul style="list-style-type: none"> • Trigeminal nerve. • Facial nerve. • Accessory nerve.
		6.10	Explain why it is important to be aware of the location of these nerves when carrying out aesthetic facial treatments.
7	Understand the structure of the breast.	7.1	Describe the structure of the breast, including: <ul style="list-style-type: none"> • Glandular tissue. • Adipose tissue. • Nipple. • Areola. • Montgomery's tubules. • Ligaments of cooper. • Blood supply. • Lymph supply. • Nerve supply.
		7.2	Describe the function of the breast.
		7.3	Explain why it is important to be aware of the structure of the breast when carrying out aesthetic treatment on the areola.

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.

Title:		Professional Practice for Tattooists		Level:	3
Unit Number:	M/651/5359	TQT:	100	GLH:	40
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand the legislation, guidance and professional standards that relate to permanent tattooing.	1.1	Explain the importance of adhering to health and safety best practice when providing tattooing services.		
		1.2	Describe the key legislation, regulations, standards and guidance relevant to permanent tattooing.		
		1.3	Describe the indemnity and liability insurance requirements for tattooing.		
		1.4	Describe the legislative requirements for taking and storing visual media of a client's tattoo.		
		1.5	Describe the legislative requirements for storing and processing client's personal data.		
2	Understand the pre-requisites for permanent tattooing.	2.1	Explain the importance of always gaining the client's informed consent before tattooing.		
		2.2	Explain why the tattooist should always gain consent from the client themselves rather than delegating the responsibility.		
		2.3	Explain why it is important to provide the following to clients, before they give their informed consent: <ul style="list-style-type: none"> • Sufficient time. • Evidence-based information about the products and equipment to be used. • The benefits and risks of the proposed procedure. • Clear information on treatment fees. 		
		2.4	Explain different consultation techniques used to identify tattooing objectives.		
		2.5	Explain the environmental conditions suitable for tattooing.		

3	Understand the history, science and art of tattooing.	3.1	Discuss the history and evolution of tattooing.
		3.2	Describe at least six different styles and types of tattooing.
		3.3	Explain the stencilling process.
		3.4	Discuss the principles of colour theory.
		3.5	Identify common ingredients in tattoo pigments and inks.
		3.6	Explain the purpose of common ingredients in tattoo pigments and inks.
		3.7	Explain what is meant by the term “blow-out”.

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.

Title:		Principles and Practice of Permanent Tattooing		Level:	3
Unit Number:		A/651/5361	TQT:	120	GLH: 80
Learning Outcomes <i>The learner will be able to:</i>		Assessment Criteria <i>The learner can:</i>			
1	Understand how to provide permanent tattooing services.	1.1	Describe how to set up the workspace, trolley, couch and PPE for tattooing.		
		1.2	Describe the following needle types: <ul style="list-style-type: none"> • Flat. • Magnum. • Round. • Single point. • Sloped. • Micro. • Shaders and liners. 		
		1.3	Describe different tattoo techniques: <ul style="list-style-type: none"> • Lining. • Shading. • Shadowing. • Colouring. 		
		1.4	Identify in which layer of the skin the tattoo ink is implanted.		
		1.5	Describe the possible adverse effects if the tattoo ink is implanted: <ul style="list-style-type: none"> • Too deep. • Too shallow. 		
		1.6	Describe how to treat a client to stem any bleeding that occurs during the procedure.		

1	Continued	1.7	Explain how the tattooing procedure is different for under 35s and under 50s. The explanation should include consideration of: <ul style="list-style-type: none"> • Skin laxity. • Colouring. • Needle choice.
		1.8	Explain different types of tattoo pens/machines.
		1.9	State how to maintain the tattoo pen/machine.
		1.10	Describe the effect on freshly tattooed skin of: <ul style="list-style-type: none"> • The sun. • Water. • Cosmetics.
		1.11	Describe how to handle a client who is unhappy with the result, including if this may result in legal action.
		1.12	Identify the absolute and relative contra-indications for tattooing.
		1.13	Describe the adverse effects that may occur during permanent tattooing, and the appropriate action to take if an adverse effects occur.
		1.14	Describe the aftercare products that: <ul style="list-style-type: none"> • Will benefit the client. • Should be avoided.
		1.15	Describe how a client should bathe a fresh tattoo.
		1.16	Explain the effects of incorrect bathing of a fresh tattoo.

2	Provide permanent tattooing services. for a black, white and grey tattoo.	2.1	Carry out a concise and comprehensive consultation with the client, including: <ul style="list-style-type: none"> • Identification of possible contra-indications. • Agreeing service objectives. • Agreeing the design template. • Timescales for the service. • Associated risks. • Associated fees.
		2.2	Confirm and agree with the client that they have understood the proposed permanent tattooing service and obtain their written informed consent.
		2.3	Select the appropriate type of size of needle for the tattoo.
		2.4	Select and use pigments in accordance with the tattooing objectives.
		2.5	Apply the tattoo stencil.
		2.6	Complete the service, using the correct and appropriate techniques.
		2.7	Complete the client's records and store in accordance with data legislation.
		2.8	Tidy the workspace, including the correct disposal of needles and dressings.
		2.9	Complete an evaluation of the tattoo with the client.
		2.10	Collate and record information from client feedback, client records and own observations.
		2.11	Provide verbal and written advice and recommendations to the client regarding: <ul style="list-style-type: none"> • Post treatment aftercare. • Future treatment.

2	Continued	2.12	Carry out an evaluation of the service provided, including: <ul style="list-style-type: none"> • Areas of own strength. • Areas of own weakness. • Plans for improving identified areas of weakness.
3	Provide permanent tattooing services for a colour tattoo.	3.1	Carry out a concise and comprehensive consultation with the client, including: <ul style="list-style-type: none"> • Identification of possible contra-indications. • Agreeing service objectives. • Agreeing the design template. • Timescales for the service. • Associated risks. • Associated fees.
		3.2	Confirm and agree with the client that they have understood the proposed permanent tattooing service and obtain their written informed consent.
		3.3	Select the appropriate type of size of needle for the tattoo.
		3.4	Select and use pigments in accordance with the tattooing objectives.
		3.5	Apply the tattoo stencil.
		3.6	Complete the service, using the correct and appropriate techniques.
		3.7	Complete the client's records and store in accordance with data legislation.
		3.8	Tidy the workspace, including the correct disposal of needles and dressings.
		3.9	Complete an evaluation of the tattoo with the client.
		3.10	Collate and record information from client feedback, client records and own observations.
		3.11	Provide verbal and written advice and recommendations to the client regarding: <ul style="list-style-type: none"> • Post treatment aftercare. • Future treatment.

3	Continued	3.12	Carry out an evaluation of the service provided, including: <ul style="list-style-type: none"> • Areas of own strength. • Areas of own weakness. • Plans for improving identified areas of weakness.
4	Provide permanent tattooing services for a shading and shadowing tattoo.	4.1	Carry out a concise and comprehensive consultation with the client, including: <ul style="list-style-type: none"> • Identification of possible contra-indications. • Agreeing service objectives. • Agreeing the design template. • Timescales for the service. • Associated risks. • Associated fees.
		4.2	Confirm and agree with the client that they have understood the proposed permanent tattooing service and obtain their written informed consent.
		4.3	Select the appropriate type of size of needle for the tattoo.
		4.4	Select and use pigments in accordance with the tattooing objectives.
		4.5	Apply the tattoo stencil.
		4.6	Complete the service, using the correct and appropriate techniques.
		4.7	Complete the client's records and store in accordance with data legislation.
		4.8	Tidy the workspace, including the correct disposal of needles and dressings.
		4.9	Complete an evaluation of the tattoo with the client.
		4.10	Collate and record information from client feedback, client records and own observations.

4	<i>Continued</i>	4.11	Provide verbal and written advice and recommendations to the client regarding: <ul style="list-style-type: none"> • Post treatment aftercare. • Future treatment.
		4.12	Carry out an evaluation of the service provided, including: <ul style="list-style-type: none"> • Areas of own strength. • Areas of own weakness. • Plans for improving identified areas of weakness.

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 Outcomes 2-4 are **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 ProQual Level 4 Certificate in Micropigmentation 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 nine times** before it is awarded. **The observations must consist of three observations for a black white and grey tattoo, three observations for a colour tattoo, and three observations for a shading and shadowing tattoo.** Both the candidate and live model must be **at least 18 years old**.

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

- The simulated environment matches, as close as possible, the real-world working environment.
- The candidate performs any assessed treatment on a live model.

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.



ProQual Awarding Body

ProQual House
Unit 1, Innovation Drive
Newport, Brough
HU15 2GX

Tel: 01430 423 822
enquiries@proqualab.com
www.proqualab.com