



Australian Government

Department of Education, Employment and Workplace Relations

SIBBNLS202A Provide manicure and pedicare services

Revision Number: 2

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Modification History

Not applicable.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to perform a range of manicure and pedicure services.

The manicure or pedicure service is performed in response to client consultation and assessment, conducted and recorded on a treatment plan.

Application of the Unit

This unit applies to services offered in nail salons and beauty salons in the beauty industry.

The manicure or pedicure service could be an individual treatment or form part of a series of manicure or pedicure treatments that have been designed to meet client requirements.

The unit applies to nail technicians and other beauty workers who interpret observations and information, and follow known routines in order to plan and perform manicure and pedicure services that meet client requirements.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element

Elements describe the essential outcomes of a unit of competency.

- 1 Prepare client for manicure or pedicare service.
- 2 Perform a basic manicure or pedicare service.

Performance Criteria

Performance criteria describe the achievement of the element. Where information is detailed in the relevant range statement. Assessment of evidence guide.

- 1.1 Prepare service area, **client** according to **relevant legislation and procedures**.
- 1.2 Identify and evaluate client requirements, provide advice.
- 1.3 Identify existing nail or skin areas requiring special treatment.
- 1.4 Identify and explain **contraindications** and **appropriate professional** with client.
- 1.5 Select hand and skin care products to confirm with client.
- 2.1 Select **manicure or pedicure** sequentially according to requirements and work plan.
- 2.2 Cleanse client's hands or feet.
- 2.3 Shape and file nails according to requirements.
- 2.4 Apply exfoliation treatment according to manufacturer instructions.
- 2.5 Apply **massage movements** according to client requirements.
- 2.6 Apply polish or varnish according to client requirements.
- 2.7 Use energy, water and other resources in process to reduce negative environmental impacts.
- 2.8 Safely dispose of **treatment** impacts.
- 2.9 Clean and disinfect or dispose of according to legislation and workplace procedures.

3 Review treatment and provide post-treatment advice.

3.1 Seek client feedback and re-evaluate treatment plan.

3.2 Provide **home-care advice** to meet client needs.

3.3 Suggest future treatment plan according to client requirements.

3.4 Revise and confirm future treatment plan.

3.5 Rebook client according to treatment plan.

Required Skills and Knowledge

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

Required skills

The following skills must be assessed as part of this unit:

- technical skills to:
 - analyse client's nails and skin and design a treatment plan
 - respond to contraindications and adverse effects
 - apply a range of manicure and pedicare products
 - apply massage movements, including effleurage, petrissage and tapotement
 - apply infection control procedures
- communication skills to discuss nail and skin analysis and the desired service outcome with the client
- self-management skills to:
 - clean and maintain service area according to workplace policies and procedures designed to minimise negative environmental impact
 - dispose of waste materials in a manner that minimises negative environmental impact
- literacy skills to read and apply product information and safety data sheets, and complete a treatment plan
- numeracy skills to calculate required product quantities and service time.

Required knowledge

The following knowledge must be assessed as part of this unit:

- infection control procedures and universal precautions
- workplace policies and procedures in regard to manicure and pedicare services
- appearance of contraindications and adverse effects
- effects of changes created by complementary nail shapes and colour polish or varnish application
- workplace product range
- effects and benefits of a defined range of workplace manicure and pedicare products
- care and cleaning requirements for manicure and pedicare implements
- correct and environmentally sound disposal methods for all types of waste and in particular for hazardous substances.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- applying relevant health and hygiene regulations
- applying knowledge of the transmission routes of infectious hand and foot conditions and skills in the application of standard infection control precautions
- analysing client's nails and skin and designing and updating initial and ongoing treatment plans to meet client needs, including:
 - contraindications
 - areas requiring special treatment
 - product application techniques
 - after-care product advice
- interpreting and applying manufacturer instructions and safety data sheets for use of products, tools and equipment
- applying range of massage movements, including effleurage, petrissage and tapotement
- safely disposing of treatment waste according to workplace environmental control procedures
- evaluating manicure and pedicure services and advising the client on future treatments, home care and complementary products.

Context of and specific resources for assessment

Assessment must ensure:

- that competency is consistently demonstrated over a period of time and observed by the assessor or the technical expert working in partnership with the assessor as described in the Assessment Guidelines
- that competency is demonstrated in the workplace or a simulated workplace environment in a range of real work situations which may include client interruptions and involvement in other related activities normally expected in the workplace.

Assessment must ensure access to:

- a fully equipped nail services area, which includes as a minimum:
 - manicure table

- operator chair
- client chair
- nail table lamp
- electrical supply to each workstation
- natural and artificial products from comprehensive professional nail services range
- appropriate cleaning and disinfection products and equipment
- relevant workplace documentation including:
 - manufacturer's equipment instructions
 - product instructions
 - manufacturer safety data sheets
 - workplace policies and procedures manuals
- a range of clients with difference manicure or pedicure requirements.

For further guidance on the use of an appropriate simulated environment, refer to the Assessment Guidelines in this Training Package.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- direct observation of learners performing a range of tasks in an actual or simulated work environment, over sufficient time to demonstrate handling of a range of contingencies, including:
 - preparing clients for manicure and pedicure services
 - selecting manicure and pedicure products and applying nail care techniques and products according to manufacturer instructions
 - providing home-care advice according to client needs
- written and oral questioning appropriate to the language and literacy level of the learner, to assess knowledge and understanding of the provision of manicure and pedicure services, including the safe use of products and equipment and relevant health regulations
- completion of workplace documentation, including treatment plans relevant to the provision of manicure and pedicure services
- completion of self-paced learning materials, including personal reflection and feedback from trainer, coach or supervisor
- review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SIBBNLS201A Work in a nail services framework
- SIRXOHS001A Apply safe working practices.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

- Clients*** may include:
- new or regular clients with routine or special needs
 - male or female clients
 - people from a range of social, cultural and ethnic backgrounds and with varying physical and mental abilities.
- Manicure or pedicure services*** must include:
- shaping
 - cuticle care
 - nail varnish/polish (single or multi layer) application of varying colours
 - French manicure
 - buffing
 - callous rasping
 - exfoliation.
- Manicure or pedicure services*** may include:
- paraffin wax treatments
 - hot oil treatments.
- Relevant legislation and codes*** may include:
- federal, state or territory, and local health and hygiene regulations
 - state or territory Acts and local regulations relevant to skin penetration
 - occupational health and safety regulations
 - industry codes of practice.
- Workplace policies and procedures*** may include:
- health and hygiene
 - workplace product range and manufacturer instructions
 - environmental protection practices, such as:
 - waste minimisation
 - recycling
 - reuse
 - energy efficiency, e.g. electricity saving devices and practices
 - waste disposal
 - resource management
 - water efficiency
 - workplace time frame allocated for service.

- Treatment plan*** may include:
- dated record of client's current skin and nail analysis
 - required services
 - areas requiring special treatment
 - products used
 - varnish colour.
- Contraindications*** may include:
- bacterial, viral or fungal infections
 - warts
 - inflamed skin
 - visible non-normal nails
 - rashes
 - blisters, corns and calluses
 - heel fissures
 - bunions
 - hammer toes
 - circulatory problems.
- Appropriate professional*** may include:
- medical practitioner
 - complementary therapist
 - podiatrist.
- Manicure or pedicare products*** may include:
- sanitiser
 - skin and cuticle massage and treatment creams
 - paraffin wax treatment
 - exfoliants
 - remedial products
 - cuticle remover or softener
 - nail hardener
 - nail soaking solution
 - base coat
 - varnish
 - top coat
 - drier
 - thinner.
- Equipment*** must include:
- sanitising tray or unit for implements, with appropriate strength solution.
- Equipment*** may include:
- nail clippers or scissors
 - emery board, rasp, and file
 - orange stick or cuticle pusher
 - exfoliation cream
 - paraffin wax bath
 - buffer
 - foot spa
 - vibrating and whirlpool electric spa machine

- towels
- water bowls
- cleaning pod.
- Massage movements*** must include:
 - effleurage
 - petrissage
 - tapotement.
- Treatment waste*** may include:
 - nail clippings
 - filing dust
 - cleansing pads.
- Home-care advice*** may include:
 - maintenance requirements
 - protective advice.
- Product recommendations*** may include:
 - buffers and files
 - cuticle oil or cream
 - polish
 - polish remover
 - moisturiser.

Unit Sector(s)

Beauty

Competency Field

Nail Services