



Esthetician – Nail Technician

Candidate Information

2022

1-877-363-0536
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saskapprenticeship.ca



There is a written and a practical component to the Provincial Journeyperson certification. The written examination must be completed successfully before applying for the practical examination.

This is an information package regarding the Saskatchewan Journeyperson Esthetician – Nail Technician Practical Examination. The examination is comprehensive and is designed to test the full spectrum of basic knowledge, skill and attitudes of the trade. The Nail Technician examination is developed by the Apprenticeship and Trade Certification Commission in co-operation with a committee of employee and employer representatives selected from industry. The content for the examination is based on the above committee's standards for a Saskatchewan Journeyperson.

Verbal abuse by candidates towards any person at the examination facility will not be tolerated. Instances of this abuse will result in the immediate termination of the candidate's examination attempt at the expense of the candidate.

All communication and/or imaging devices are prohibited from use at all times during the practical examination.

Please note that examinations and study information change frequently. The most recent information, such as the Esthetician – Nail Technician Saskatchewan Occupational Standard (SOS), is available on our web site at www.saskapprenticeship.ca.

GUIDELINES FOR ESTHETICIANS REGARDING SANTITATION, DISINFECTION AND STERILIZATION (SDS) SAFE WORK PRACTICES

Safe Work Practices are required at all times:

If unsafe work practices are demonstrated during a section of the examination, the applicable section will be marked as zero (0). Any candidate’s assessment may be discontinued in the event of endangerment to clients or themselves. The SATCC consultant supervising the examination will notify the candidate.

Unsafe work practices can be organized into four categories:

Unsafe Work Practices	
Contraindications	<ul style="list-style-type: none"> Working on a contraindication, such as filing the nail when the fingertip is infected (red and swollen). A candidate or model having a contagious condition, such as dermatophytes.
Potential Injury	<ul style="list-style-type: none"> The candidate demonstrates incorrect skills or lack of knowledge that will likely injure the model. For example, if the candidate has set their wax pot too hot.
Injury	<ul style="list-style-type: none"> The candidate demonstrates incorrect skills or lack of knowledge that injure the model. For example, if the candidate spills blood or other body fluids.
SDS	<ul style="list-style-type: none"> The candidate demonstrates incorrect skills or lack of knowledge that may lead to cross-contamination, including but not limited to, incorrect label identification, misuse of SDS chemicals, and insufficient SDS practices.

Not all types of unsafe work practices are listed above.

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Release Form

Have this form COMPLETED and ready for submission at check-in.

Model

I, print name of print address acknowledge

that the Esthetician – Nail Technician services being performed on me are for an examination.

These services are being performed by an apprentice or tradesperson who is eligible to attempt this examination.

I understand that while the products used are ordinarily harmless, they may cause irritation to sensitive skin or cause further damage to skin that is already in poor condition.

My esthetician, name of esthetician has already consulted with me.

The Saskatchewan Apprenticeship and Trade Certification Commission and its examiners are **not** responsible for the results of the services that I receive as a model.

Date of examination: print date Signature: signature

This form must be completed with the model prior to the practical examination and given to the invigilator upon 8 am arrival at the practical examination.

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Important Reminder:

All Esthetician – Nail Technician Examinees:

A completed Client Consultation Card must be completed with the model prior to the practical examination and given to the invigilator upon 8 am arrival at the practical examination.

Tasks on the practical examination that are connected to the client consultation card are highlighted in green in this Candidate Information Package.

Models:



You will need one model only for all services: **For privacy reasons, we request the use of a female model only.** You may not use an Esthetician/Hairstylist, Esthetician/Hairstylist student or any industry affiliated person as a model.

All models must have polish-free nails and sufficient callus. The use of full well, opaque nail tips are required to show competency in customization and blending.

It is advisable to bring a model on whom all competencies can be performed. For example, a model may have their toenails clipped short and filed. Clipping and filing toenails is a competency, and because it cannot be performed, the candidate would receive a mark of zero (0) for the pedicure section of the examination. It is also advisable to bring a model without contraindications.

The model must be:

- over 18 years of age.
- without health conditions such as diabetes.
- without artificial nail enhancements.

The model must have polish-free nails.

Candidates and models must complete a *Release Form* and *Client Consultation Form* prior to the practical examination and give them to the invigilator upon 8 am arrival at the practical examination.

Models who have extensive knowledge of esthetics, such as apprentices, journeypersons, or other workers in the trade are not permitted. The use of a model with extensive knowledge will immediately result in an examination result of unsuccessful.

Equipment, Supplies, and Materials:

What must I bring?

- Only professional grade equipment and supplies are permitted.
- ***IMPORTANT: Products must be in original containers with original, legible manufacturer's label and expiry date (trial/travel sizes are accepted).**
- Sanitized/Disinfected tools, materials, linens, equipment, and supplies needed to perform and demonstrate all competencies of the Nail Technician Practical Examination.
- A proper sharps container, puncture-resistant and leak-proof that can be used for handling, storage, transport and disposal of sharps. The container must be labelled with the international biohazard symbol. This container can be obtained from and disposed of at any drug store facility.
- Bring a supply of sharps (if they will be used) in a sealable plastic container.
- A completed client consultation card that pertains to the services being performed. Please submit the completed client consultation card to the invigilator prior to the examination.
- All necessary tools such as overhead light, linens, equipment and supplies (including extension cord).
- A powder-liquid (low odour or odourless) system with disposable forms is required.

What is provided?

- Bare manicure tables, pedicure chairs or facial beds as per availability.

What must I do?

- Wear professional, industry appropriate clothing and footwear such as lab coat, smock, apron or other professional attire.
- Ensure that all tools and equipment are in good working order. For example, no rust on implements. Unsafe tools and/or equipment may be unsafe to use on models and may result in the discontinuation of the examination.

What must I **not** do?

- ***IMPORTANT: Do not bring products in refillable containers.**
- ***IMPORTANT: Do not bring products that are expired (where applicable).**
- ***IMPORTANT: If open-shelf life for a product is displayed, the date that the product was opened must be noted on product packaging.**
 - **If the product is expired or there is a failure in packaging, your choices are:**
 - **Replace the product immediately.**
 - **Continue without the product and accept the marks deducted. (You will be marked 0 (zero) in every task the expired product is used.)**
- Do not bring products that are not professional grade.
- Do not set up until you are assigned a station.
- Do not leave the examination without consulting an Apprenticeship representative.

- Do not ask to borrow supplies or equipment from the testing facility or other candidates.
 - Do not ask for results at the examination.
- **Note: The markers and SATCC staff have the authority to stop the practical examination to prevent injury to the models.**
- **Note: Candidates are required to clean up throughout the examination and within the time limits.**
- **Note: Markers will assess the sanitizing, disinfecting, and sterilizing of tools and equipment one candidate at a time.**

Before the Examination



Check-in with model 8:00 a.m.
Examination Start 8:30 a.m.

All paperwork must be completed by the candidate and model before check-in.

It is recommended that you:

- Choose an all-day parking lot. You may choose to drop off your model and supplies so that you do not have too much to carry.
- Use of a wheeled trolley or suitcase is recommended.

During the Examination


What am I expected to do?

- Bring a blank copy of this package and follow it during the examination.
- Practice adequate sanitation, disinfection, and sterilization practices during and between services.
- Candidates are required to clean up throughout the examination and within the time limits.
- The examination is broken into 5 sections. Each section is broken into several competencies. All competencies must be completed to receive a mark for the section.
- Each competency must be, at minimum, 70% completed to receive a mark. Minor imperfections are allowed in each competency.
- The markers will verify most competencies individually. Some competencies must be verified by both markers simultaneously, for example, form placement.
- All products must be used to the minimum of the manufacturer's specifications.

Note: Keep conversation at a minimum so others are not distracted.

Note: We understand that some competencies can be completed in any order; however, due to marking consistency and time restraints, please complete the competencies in the order provided.

Nail Technician Practical Examination Competencies

	Section 1	Manicure	75 minutes
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Note: One-hand soaking is permitted while performing services on the other hand. Models must have all nail polish removed.

Competencies are listed below:

- Is the client consultation sufficient? (Includes general questions such as health questions, specific skin conditions, and area to record treatment history.)
- Is all the required jewelry removed from the client?
- Is all the required jewelry removed from the Esthetician? (Gloves are acceptable.)
- Are model's and Esthetician's hands sanitized?
- Is filing done from the right side to the centre of the free edge and the left side to the centre of the free edge?
- Is the file held at a 45° angle to the underside of the free edge and does filing takes place with an upward stroke?
- Is filing into the corners of nails avoided?
- Is the nail shape (free edge) proportional and consistent?
- Is the nail buffed to a smooth surface without damage?

Call Markers.

Note: One-hand soaking is permitted while performing services on the other hand.

- Is cuticle softener applied?
- Have the fingertips been soaked in a fingerbowl?
- Have the fingers and nails been brushed?
- Is the correct tool used with the correct technique to remove excess cuticle tissue from the nail?
- Is the eponychium kept intact and unharmed?

Manicure – continued

- Is the debris under the free edge of nail removed?

Call Markers.

- Is oil applied and massaged into nail plate and skin using a circular motion?
- Has a variation of the following massage movements been completed (with lotion/oils); relaxation, effleurage, joint movement, friction, kneading, deep rubbing and percussion to promote relaxation and blood circulation? (This task **must** match the client consultation card.)
- Are all traces of lotion removed from the nail plate?


Call Markers.

- Is the polish evenly and completely covering the nail? (Red opaque polish.)
- Are the fingers free of smudges and/or excess polish?

Call Markers.

- Is the disinfection of all manicure tools and equipment performed? (Not timed.)

Note: Candidates will be directed to remove all polish. (Not timed.)

	Section 2	Pedicure	90 minutes
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Note: Perform pedicure services on both feet simultaneously.

Competencies are listed below:

- Are foot soak procedures completed? (i.e. foot bath preparation, soak feet, dry feet)
- Did the Esthetician verbally confirm a comfortable water temperature with the client?
- Does the length of the foot soak match the client consultation card?

Note: Markers may interact with models.

- Is cuticle softener applied?
- Is the correct tool used with the correct technique to remove excess cuticle tissue from the nail?

Pedicure – continued

- Is the eponychium kept intact and unharmed?

Call Markers.

- Are toenails clipped so that they are even with the end of the toe? (Are the square corners intact?)
- Are toenails cleaned from debris, filed straight across, rounding them slightly at the corners to conform to the shape of the toes?
- Is a buffer used to smooth out surface scratches?

Call Markers.

- Are specialty tools used with the correct technique to correct client conditions such as ingrown toenails or corns? (This competency will be verbally assessed or asked to be demonstrated, if no conditions are present.)

Call Markers.

- Is the correct tool used with the correct technique to reduce client calluses such as a credo blade or foot rasp? (One tool must be demonstrated.)
- Is a disposable or stainless steel foot paddle with callus softener used to smooth rough surfaces on the ball and heel of the foot?

Note: No electric foot files are to be used.

Call Markers.

- Has a variation of the following massage movements been completed (with lotion/oils); relaxation, effleurage, joint movement, friction, kneading, deep rubbing and percussion to promote relaxation and blood circulation? (This task **must** match the client consultation card.)

- Are all traces of lotion removed from the nail plate?


Call Markers.

- Is the polish evenly and completely covering the nail? (Red opaque polish.)
- Are the toes free of smudges and/or excess polish?

Call Markers. (Before adding cuticle oil or a drying agent.)

- Is the disinfection of all pedicure tools and equipment performed? (Not timed.)

Lunch Break

	<p>Section 3</p>	<p>UV/LED Gel Nail Tips (one hand, square shape only)</p>	<p>90 minutes</p>
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Markers will direct to which hand nail enhancements will be applied.

Competencies are listed below:

- Has the correct size of tip been selected?
- One-half to one-third overlap of natural nail?
- Has the tip been customized to fit sidewall to sidewall and free edge?
- Has the natural nail preparation been completed?

Call Markers.

- Is the adhesive under the tip free from air bubbles?

Call Markers.

- Has the tip been blended, filed, shaped and cleaned of debris before product application?

Call Markers.

Note: Nail primer may be applied, if required, to the natural nail avoiding the skin.

- Has the bonding layer been applied (and cured if required) onto the entire nail surface including the free edge and leaving a margin at the nail fold and eponychium?

Call Markers.

- Has a cosmetic or builder white product been used to create a smile line?

Note: one must be used. (*Marked only once.)

- Has an apex been created to enhance stability?
- Has a C-curve been created to enhance stability?

Note: Another building layer may be used at the candidate's discretion.

- Has the file been seasoned?
- Has filing been performed correctly? (i.e. e-file or manual)

UV/LED Gel Nail Tips (one hand) – continued


Call Markers.

- Has the sealer or finisher been applied evenly?
- Has the dust and debris been removed?
- Are corners smoothed to eliminate sharp corners?

Call Markers.

- Has nail oil been rubbed into the surrounding skin and nail surface?
- Are all the apexes uniform finger to finger?
- Are all the C-curves uniform finger to finger?
- Are the smile lines crisp and uniform?
- Is the colour consistent? (i.e. colour, shade, bubbles)

Call Markers.

	Section 4	Powder / Liquid Nail Forms (low or odourless, one hand, square shape only)	90 minutes
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Competencies are listed below:

- Has the natural nail preparation been completed safely and correctly?
- Has the nail form been customized to fit sidewall to sidewall and free edge?

Call Markers.

**Note: Nail primer may be applied, if required, to the natural nail avoiding the skin.
(Primer replacement is acceptable.)**

- Has a white acrylic free edge been built?
- Has an apex been created to enhance stability?
- Has a C-curve been created to enhance stability? (Timeline may vary depending on whether a clear or pink builder is used.)

Powder / Liquid Nail Forms (one hand) – continued

- Has the candidate avoided pressing or patting the brush too hard?
- Is the ratio of liquid to powder mixed to the correct consistency?
- Have all nail forms been removed carefully?

Call Markers.


- Has the file been seasoned?
- Has filing been performed correctly? (i.e. e-file or manual)
- Have the nail contours been checked and smoothed?
- Has the dust and debris been removed?

Call Markers.

- Has the sealer or finisher been applied and set as required? (Sealer product or high shine buff is acceptable.)

Call Markers.

- Has nail oil been rubbed into the surrounding skin and nail surface?
- Are all the apexes uniform finger to finger?
- Are all the C-curves uniform finger to finger?
- Are the smile lines crisp and uniform?
- Is the colour consistent? (i.e. colour, shade, bubbles)

	<p>Section 5</p>	<p>Professional Attention to duties</p>	<p>Marked Throughout the examination</p>
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This section is marked throughout the examination.

Competencies are listed below:

- Workspace:** Is the workspace maintained in a clean and organized manner before and after services? (Station disinfected and floor swept.)
- Are sharps stored in a sharps container?
- Tools:** Are the right tools used for the right job, and with the correct technique?
- Were hands washed/sanitized between services?
- Disposables:** Are disposables properly discarded?
- Metal and glass tools:** *Are they disinfected correctly according to product instructions?
*Marked in the Manicure/Pedicure sections.
- Did the services match the client consultation card?**
- Completion of Services:** Are all ten nails uniform? (Including shape, structure, length and smile line.)
- Professionalism: Is professional demeanour demonstrated?
- Is industry appropriate attire worn? (including aprons or smocks.)
- Is professional verbal communication skills demonstrated?

Check with SATCC representative before leaving the testing centre.

Frequently Asked Questions (FAQ)

Is the Candidate Information *Skill Checklist* important?

- Yes, these are the observable and measurable parameters that markers use to assess your skills. You are encouraged to bring an unmarked copy of this Candidate Information Package for your review during your practical examination.

Who are my judges?

- We are happy to tell you that there are **no judges**, only markers. The markers are made up of highly trained Journeyperson Estheticians who are both employers and employees from throughout Saskatchewan. A panel of two (2) markers will be administering your practical to ensure a fair assessment is made of your skills to the checklist standard. The markers are to mark the proficiency of your skills. The results will be tabulated in Regina by Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) staff.

What if I have questions?

- You have many options. First, re-read your package of information. Second, share the checklist with your mentor/Journeyperson on staff; your mentor can offer you additional help, encouragement and support. Third, for the most up-to-date information, contact the SATCC (not your former school) for any unanswered questions. We would be happy to help you. (Regina 306-787-2444; Toll-free 1-877-363-0536)

Am I allowed to ask questions at the examination?

- Yes. At the beginning of the examination time will be allotted for questions. The markers and/or Field Consultant will share the answer with the entire group so that everyone can benefit from the information. The markers/Field Consultant will not answer questions relating to 'testable' material.
- Questions may be asked during the examination. The markers and/or Field Consultant may share the answer with the entire group; they may refer you to the *Candidate Information Package*; or they will not answer question if it relates to 'testable' material.

FAQ – continued

Do I really have to do a practical?

- Yes. In order for a Saskatchewan Journeyperson Certification to be awarded, a practical examination must be completed.

Why do I use both gel and powder liquid (odourless) systems during this examination?

- Outside of Canada, powder liquid systems are used more frequently than gel. By testing and certifying in both you enhance your mobility.
- Some client's nails may not accept gel or powder liquid systems.
- This examination represents the opportunity to challenge a provincial certification which differs from a product-specific education system.

Am I allowed to use a primer under the basecoat?

- Yes. Some manufacturers use a primer with their products and some do not. Apply your product under the manufacturers' recommendations and directions.

Can I use any type of Powder/Liquid system?

- As long as the product is odour-free. (UV cured powder/liquid is acceptable)
- For information on odourless systems, please call your esthetics distributor.

What is a gel, and what is a Powder/Liquid?

- Gel is a cured resin that is pre-mixed when packaged.
- Powder/Liquid is custom-blended by the technician with at least two products (powder and liquid).

May I use an electric file?

- Yes, you may use a professional electric nail file only.
- No electric foot files to be used during the pedicure.
- No rotary sanding tools please.

What type of foot bath/tub is acceptable?

- Due to disinfection guidelines, only metal, glass or disposable liner refills are acceptable.
- No electric foot baths or plastic bowls please.

Which files are considered disinfectable between clients?

(Or which files are not single-use?)

- Glass or metal files are the only disinfectable implements in this category.

What if I want to use more than one (1) model?

- There is no provision for extra models. There are no exceptions.

FAQ – continued

Can the marker's decision be based on my personal style versus that of the marker?

- No. Markers are bound by strict rules which indicate a specific standard that are required for you to meet. The markers are confident that you will present yourself in a modern professional way, just as your employer and clients would expect.

The competencies are not in the same order as I perform them at work. Can I perform them in the order that I am used to?

- We understand that some competencies can be completed in any order. However, due to marking consistency and time restraints, please attempt to complete competencies in the order provided.

What if I don't finish a section?

- Any section that is unfinished is assigned a mark of zero (0).

If I don't finish a section, does that mean I automatically fail the entire exam?

- Not necessarily. Each section of the exam is marked independently and then totalled out of 100%.

Can I, or my model, bring food and drink into the examination room?

- Drinks, yes.
- Food, no. (Exceptions may apply.)

With whom will the markers speak before and during the examination?

- The markers will speak with everyone during the examination.
- The markers may ask candidates questions for clarification of any point.
- The markers may ask models questions.
- The markers will confer with the field consultants during the examination.
- The markers will confer with each other during the examination when necessary.