



Testing Information Packet (TIP) ESTHETICS PRACTICAL

Examination Admittance Information:

Candidates are required to present one (1) of the following forms of government-issued, current, valid photo identification:

- Driver's license
- Military ID
- USA Passport
- Other form of Government Identification

Failure to comply will result in the candidate for examination being required to reschedule examination date.

Candidates will NOT be permitted to enter the examination room if arrival time is after the initial examination check-in process has been completed or after the time allotment has expired for a lunch break. In order for the candidate to be rescheduled for an examination, the reschedule fee must be submitted.

Candidates that are absent on their scheduled examination date or cannot be admitted to the examination will have their examination fee forfeited. To be rescheduled for an examination, the reschedule fee must be submitted.

- Examination fees are non-refundable.

Personal items such as purses, coats, hats, scarves, cell phones, Smart watches, cameras, tablets, or other electronic devices are not permitted in examination rooms. Secure lockers are available in the lobby area and must be used to store personal items.

Exam Center Infection Control Guidelines:

An appropriate disinfectant is required to be used during the examination.

Candidates must follow all appropriate infection control and public protection procedures during all phases of the examination. In the event of a blood spill candidates will be expected to follow the appropriate Blood Spill procedure.

- For objects that come in contact with intact skin, the appropriate disinfectant would be an environmental protection agency (EPA) registered, hospital grade bactericidal (esp. pseudomonacidal), virucidal, and fungicidal (quaternary ammonium compound - "quat") that is mixed and used according to the manufacturer's directions. For objects that come in contact with bodily fluids or blood, an appropriate disinfectant would include an EPA disinfectant registered as effective against "HIV/HBV". **NOTE: Disinfectant used for the examination should meet both guidelines.**
- Manufacturer's labels are required on all disinfectants and hand sanitizers.
Labels must be original or photocopied originals. **(Hand written or typed labels are NOT acceptable).**
- Any procedure that requires a demonstration with the use of a chemical will be completed by using a simulated product.

Prohibited Acts/Materials:

- Communicating to other candidates and/or borrowing supplies during any portion of the examination process.
- Use of cell phone for talking and/or texting during any portion of the examination. This includes examination clean-up time and restroom breaks.
- Printed materials, handwritten notes, and itemized supply/procedure list(s) are **NOT** permitted.
- Writing examination information on body parts (ex: hands, arms, legs, etc.) that could be used by candidate in any portion of the examination.
- Numbering of products and/or supplies to aid in the proper order to be used during any procedure may result in dismissal or points deducted from the examination.
- Unauthorized replication of examination materials for distribution and/or future use.

Failure to comply with examination center guidelines will result in dismissal from the examination. If dismissed, reschedule of the examination will not be accepted for at least thirty (30) days.

Examination Dress Code Requirements

Ohio Administrative Code 4713-5-28

- (A) All applicants shall wear professional clothing when scheduled to take the state licensure examination.
- (1) Applicants shall be dressed in professional attire in order to be admitted to the testing center.
 - (2) Clothing that is comfortable and practical for work, such as pants or a skirt or school uniform and clean shoes are acceptable attire. A clean smock or apron may be worn over professional attire.
 - (3) The following examination attire is not permitted in the examination center during an examination: tank tops, t-shirts with offensive language, beach wear, torn, dirty or tattered clothing or clothing that reveals the midriff or lower back and clothing that is extremely low cut.
- (B) An applicant not admitted to the test center due to attire shall be dismissed, and required to reschedule for the state examination.

**Candidates are required to use a mannequin(s) for all portions of the practical examination.
Live models are not permitted.**

Mannequin(s) Head Requirements

Mannequin heads that are pre-sectioned indicating the sections by various colors and/or notches may result in points being deducted from the examination. Writing on the mannequin that can aid in the examination procedures are **NOT** permitted.

NOTE: All facial make-up is required to be removed from the mannequin prior to the examination. If make-up is present on the mannequin face, points may be deducted during the examination.

Mannequin(s) Hand Requirements

Mannequin hands with digital fingers (trainer hands) are **NOT** permitted during the examination. Prior to reporting to the examination center, candidates **MUST** apply a set of nails to the mannequin hand. The artificial nails must cover the entire nail bed of each finger. Instructions for making a glove-hand for practical examination are available at www.cos.ohio.gov.

All mannequin heads/hands will be checked prior to the start of the examination.

Esthetic References

Salon Fundamentals Esthetics 2004

www.pivot-point.com

Milady Standard Esthetics 2013

Milady Standard Esthetics 2009

www.milady.cengage.com

SUGGESTED GENERAL SUPPLIES

Hand Sanitizer
Disinfectant (See Standards page 1)
First Aid Supplies (Blood Spill Kit)
Mannequin head clamp
Disposal bags (3-4)
Protective gloves
Towels (cloth/paper)
Bowl (for water)
Hair drape
Tissues/Cotton products
Disposable applicators /spatulas
Simulated Cleansing/Massage/Mask Product
Simulated Astringent/Toner/Antiseptic Product
Simulated Soft Wax Product
Wax Removal Product
Tweezers
Fabric Strips

Esthetics Practical Examination

The esthetic practical examination will be comprised of the following areas. All candidates will be evaluated on the following tasks:

Set Up and Client Protection

(15 MINUTES)

Verbal Instructions:

Following all infection control and safety guidelines, you will set up all of the supplies that will be used for your exam. You will also perform client protection at this time.

You have 15 minutes for your set up procedure and you will be informed when you have 10 and 5 minutes remaining.

Procedure:

Disinfects work area
Disposes of all soiled materials
Sanitizes hands
Applies hair drape
All sanitizers and disinfectants display manufacturers label in English
Follows all infection control guidelines
Maintains work area in a safe manner

Cleansing/Steaming (5 Minutes/cleansing)

Verbal Instructions:

You will now perform the cleansing and steaming portion of this exam. You will have 5 minutes to cleanse the face and then remove the cleansing product. Upon completion of the cleansing and removal, please stand behind your mannequin and wait for an examiner to individually instruct you to perform the steaming procedure.

Procedure:

All cleansing/steaming products/supplies labeled in English
Implements/tools are visibly clean
Sanitizes hands
Removes cleanser using infection control guidelines
Cleanses lips from corner to center
Properly cleanses eyes
Properly cleanses entire face
Removes cleanser from face without dragging or pulling skin

Final Appearance

All remaining make-up and cleanser is removed from face
Maintains hair drape throughout procedure

End of Task

Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner

Steaming

Wrings excess water from towel
Test temperature of towel
Drapes towel over face properly exposing nose and/or mouth
Removes towel from face properly
Properly applies toner/astringent

End of Task

Maintains hair drape throughout procedure
Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner

Extractions (NOT TIMED)

Verbal Instructions:

You will now perform the extraction portion of this exam. Individually you will be instructed by an examiner to perform the extraction procedure.

Procedure:

All extraction products/supplies labeled in English
Implements/tools are visibly clean
Sanitizes hands
Applies eye protection
Wears gloves
Uses material wrapped finger or cotton swab dampened with astringent/toner
Gently presses in downward motion on both sides of pore
Properly applies toner/astringent to extraction area

End of Task

Maintains hair drape throughout procedure
Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner

Hair Removal (NOT TIMED)

Verbal Instructions:

You will now perform the hair removal portion of this exam. Individually you will be instructed to perform the tweezing procedure, and then proceed to the waxing procedure.

Procedure:

Tweezing

All tweezing products/supplies labeled in English
Implements/tools are visibly clean
Wears gloves
Properly applies antiseptic/astringent/toner to eyebrow area
Holds skin taut
Removes hair from below the brow line
Removes hair with quick motion in direction of hair growth
Properly applies soothing product/post epilation

End of Task

Maintains hair drape throughout procedure
Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner

Hair Removal

Soft Wax

All waxing products/supplies labeled in English
Implements/tools are visibly clean
Wears gloves
Properly applies antiseptic/astringent/toner to eyebrow area
Uses powder/corn starch to dry brow area
Test temperature of wax product
Applies wax product under entire brow line
Applies wax product in direction of hair growth
Wax product is applied in a thin, even layer
Gently presses fabric over wax product in direction of hair growth
Holds skin taut
Quickly removes fabric in opposite direction of hair growth
Applies pressure to waxed area
Cleanses skin with wax remover
Applies soothing product

End of Task

Maintains hair drape throughout procedure
Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner

Mask / Massage (5 Minutes/Mask)

Verbal Instructions

You will now perform the mask and massage portion of this exam. You will have 3 minutes to apply the mask product to the face. You will be evaluated and asked to wait for further instruction. Once the mask procedure has been evaluated, as a group you will have 2 minutes to remove the mask and finish the procedure. Once the examiner has evaluated the removal of the mask, you will be instructed to apply your massage cream and wait for further instructions.

You will be broken up into groups and asked for the demonstration of effleurage, petrissage, tapotement, and friction.

Therefore, do not begin to perform the massage procedure until instructed by the examiner.

Procedure:

Facial Mask

All mask products/supplies labeled in English
Implements/tools are visibly clean
Removes mask product from container using infection control guidelines
Properly applies mask to entire face
Excludes product from eyes, lips and nasal passages
Applies mask evenly
Removes mask without dragging or pulling the skin
All mask product is removed from face
Applies toner/astringent

Massage

All massage products/supplies labeled in English
Implements/tools are visibly clean
Sanitizes hands
Removes massage product from container using infection control guidelines
Properly applies massage product to the face

Demonstration

Demonstrates Effleurage movements
Demonstrates Petrissage movements
Demonstrates Tapotement movements
Demonstrates Friction movements
Removes massage product without dragging or pulling the skin
All massage product removed from face

End of Task

Maintains hair drape throughout procedure
Disposes of soiled materials
Follows all infection control guidelines
Maintains work area in a safe manner