

## SKIN CARE SPECIALIST – 300 Clock Hours

### PROGRAM OBJECTIVE:

To successfully educate the student to master the necessary skills and procedures required by the State Board to gain employment as a licensed Skin Care Specialist. Graduates are qualified to be employed in Beauty Salons or a Spa.

### SKIN CARE SPECIALIST COURSE DESCRIPTION:

The program is designed to provide the student with the necessary knowledge and practical skills to qualify him/her as a licensed skin care specialist. The knowledge is acquired through lectures and practical hands-on training, supervised by licensed instructors.

### SKIN CARE SPECIALIST PROGRAM TUITION:

Registration fee ( <i>non-refundable</i> )	\$ 75
Books & Materials ( <i>non-refundable</i> )	525
Tuition ( <i>including test fee</i> )	<u>3,000</u>
<b>Total Tuition</b>	<b>\$3,600</b>

### Course Numbering Breakdown:

SCS = Skin Care Specialist

Course Numbers = an internal number utilized for an easy point of reference for that page. The number 100 was simply chosen as a beginning and the numbers proceeded.

- SCS 100      Describe the importance of professional ethics and legal responsibilities. To include but not limited to: 15 hours
- Demonstrate working knowledge of Florida Law, Chapter 477.
  - Demonstrate an understanding of the modes of transmission infection control, clinical management and prevention of HIV and AIDS.
  - Demonstrate knowledge of the “Florida Right- to-know” Law, Chapter 442.
  - Evaluate and justify decisions based on ethical reasoning.
  - Evaluate alternative responses to workplace situations based on personal, professional, ethical, legal responsibilities, and employer policies.
  - Identify and explain personal and long-term consequences of unethical or illegal behaviors in the workplace.
  - Interpret and explain written organizational policies and procedures.

- SCS 101 Identify career opportunities. To include but not limited to: 8 hours
- Identify career opportunities in the grooming and salon services field.
- SCS 102 Demonstrate the importance of health, safety, and environmental management systems in organizations and their importance to organizational performance and regulatory compliance. To include but not limited to:  
40 hours
- Describe personal and jobsite safety rules and regulations that maintain safe and healthy work environments.
  - Explain emergency procedures to follow in response to workplace accidents.
  - Create a disaster and/or emergency response plan.
- SCS 103 Employ safe, sanitary and efficient work practices. To include but not limited to:  
40 hours
- Using universal precautions, identify decontamination procedures to insure the safety of the client and student in the classroom and laboratory.
  - Set-up and operate equipment and utilize materials by mixing chemicals (EPA approved and hospital strength levels) in appropriate proportions according to manufacturer's instructions.
  - Clean and maintain implements by using appropriately mixed chemicals and following the procedures for decontamination of tools per Chapter 61G5.002 (2), F.A.C.
  - Apply teamwork procedures and social skills in following the rules for professional ethics and demonstrate a cultural awareness of hygiene and socialized differences by using active listening skills.
  - Describe, observe, identify and analyze the functions, structures, and diseases and disorders of hair, skin and nails. Demonstrate and communicate to the client the proper care of hair, skin, and nails through cleanliness, nutrition, and healthful living.
- SCS 104 Demonstrate language arts knowledge and skills. To include but not limited to:  
6 hours
- Locate, comprehend and evaluate key elements of oral and written information.
  - Draft, revise, and edit written documents using correct grammar, punctuation and vocabulary.
  - Present information formally and informally for specific purposes and audiences.
- SCS 105 Demonstrate mathematics knowledge and skills. To include but not limited to:  
6 hours
- Identify math skills as it applies to grooming and salon services.
  - Demonstrate knowledge of arithmetic operations.
  - Analyze and apply data and measurements to solve problems and interpret documents.
  - Construct charts/tables/graphs using functions and data.

- SCS 106 Demonstrate science knowledge and skills. To include but not limited to:  
25 hours
- Discuss the role of creativity in constructing scientific questions, methods and explanations.
  - Formulate scientifically investigable questions, construct investigations, collect and evaluate data, and develop scientific recommendations based on findings.
  - Identify science as it applies to decontamination and infection control.
  - Identify chemistry as it applies to products used in the salon.
  - Identify science as it applies to anatomy and physiology.
  - Identify science as it applies to electricity and light therapy to perform appropriate treatment.
- SCS 107 Explain the importance of employability skill and entrepreneurship skills. To include but not limited to: 10 hours
- Identify and demonstrate positive work behaviors needed to be employable.
  - Develop personal career plan that includes goals, objectives, and strategies.
  - Examine licensing, certification, and industry credentialing requirements.
  - Maintain a career portfolio to document knowledge, skills, and experience.
  - Evaluate and compare employment opportunities that match career goals.
  - Identify and exhibit traits for retaining employment.
  - Identify opportunities and research requirements for career advancement.
  - Research the benefits of ongoing professional development.
  - Examine and describe entrepreneurship opportunities as a career planning option.
  - Project a professional image.
  - Work individually and cooperatively as a member of a homogenous or culturally diverse team.
  - Utilize communication skills applicable to the industry.
  - Balance personal and professional life.
  - Use and conserve resources and energy.
  - Define entrepreneurship-management skills.
  - Describe the importance of entrepreneurship to the American economy.
  - List the advantages and disadvantages of business ownership.
  - Identify the risks involved in ownership of a business.
  - Identify the necessary personal characteristics of a successful entrepreneur.
  - Identify the business skills needed to operate a small business efficiently and effectively.
- SCS 108 Demonstrate leadership and teamwork skills needed to accomplish team goals and objectives. To include but not limited to: 10 hours
- Employ leadership skills to accomplish organizational goals and objectives.
  - Establish and maintain effective working relationships with others in order to accomplish objectives and tasks.

- Conduct and participate in meetings to accomplish work tasks.
- Employ mentoring skills to inspire and teach others.

SCS 109 Demonstrate personal money-management concepts, procedures, and strategies. To include but not limited to: 6 hours

- Identify and describe the services and legal responsibilities of financial institutions.
- Describe the effect of money management on personal and career goals.
- Develop a personal budget and financial goals.
- Complete financial instruments for making deposits and withdrawals.
- Maintain financial records.
- Read and reconcile financial statements.
- Research, compare and contrast investment opportunities. .

SCS 110 Describe the roles within teams, work units, departments, organizations, inter-organizational systems, and the larger environment. To include but not limited to: 8 hours

- Describe the nature and types of business organizations.
- Explain the effect of key organizational systems on performance and quality.
- List and describe quality control systems and/or practices common to the workplace.
- Explain the impact of the global economy on business organizations.

SCS 111 Use information technology tools. To include but not limited to: 6 hours

- Use personal information management (PIM) applications to increase workplace efficiency.
- Employ technological tools to expedite workflow including word processing, databases, reports, spreadsheets, multimedia presentations, electronic calendar, contacts, email, and internet applications.
- Employ computer operations applications to access, create, manage, integrate, and store information.
- Employ collaborative/groupware applications to facilitate group work.

SCS 112 Solve problems using critical thinking skills, creativity and innovation. To include but not limited to: 10 hours

- Employ critical thinking skills independently and in teams to solve problems and make decisions.
- Employ critical thinking and interpersonal skills to resolve conflicts.
- Identify and document workplace performance goals and monitor progress toward those goals.
- Conduct technical research to gather information necessary for decision-making.

- SCS 113 Use oral and written communication skills in creating, expressing and interpreting information and ideas. To include but not limited to: 10 hours
- Select and employ appropriate communication concepts and strategies to enhance oral and written communication in the workplace.
  - Locate, organize and reference written information from various sources.
  - Design, develop and deliver formal and informal presentations using appropriate media to engage and inform diverse audiences.
  - Interpret verbal and nonverbal cues/behaviors that enhance communication.
  - Apply active listening skills to obtain and clarify information.
  - Develop and interpret tables and charts to support written and oral communications.
  - Exhibit public relations skills that aid in achieving customer satisfaction.
- SCS 114 Perform facials, manipulation and related massage, make-up, hair removal, and artificial lash application. Identify the proper chemical to be prescribed using an understanding of the chemistry that affects skin that can be described, measured and predicted. Demonstrate proper procedure and application of chemicals. To include but not limited to:  
60 hours  
40 lab hours
- Choose the proper supplies, products, and equipment based on skin analysis and client consultation.
  - Demonstrate knowledge of action and reaction of chemical products used for the cleansing of the face and neck.
  - Demonstrate knowledge of available treatments including manual extractions and chemical products associated with each treatment and use problem solving skills in selecting the appropriate chemicals and equipment to meet the needs of the client.
  - Demonstrate ability and knowledge to properly do a cleansing of the face and neck using product knowledge of reactions to chemicals on the different textures of skin.
  - Demonstrate working knowledge of chemicals used for lash and eyebrow tinting and the adverse reactions that may occur.
  - Demonstrate proper procedure for applying artificial eyelashes with a working knowledge of the chemicals and adverse reactions that may occur.
  - Shape eyebrows by tweezing, waxing, threading and sugaring incorporating bone structure, appropriate angles and procedures for hair removal to meet the client's needs.
  - Identify bone structure, face shapes, and fashion trends to fulfill client's needs and desires. Communicate the needs of the client by making appropriate adjustment in language use in work situations demonstrating sensitivity to gender and cultural bias. Use active listening to communicate with the client an understanding of factors that influence the determination of strategies necessary to meet individual client needs.
  - Choose the proper supplies, products, and equipment based on skin analysis and client consultation.
  - Assemble supplies and equipment.
  - Perform a color analysis and facial balance.

- Apply basic and/or corrective make-up.
- Apply basic, corrective, evening and/or glamour make-up based on client's needs and desires, using proper safety procedures and appropriate application procedures and products and utilizing knowledge of color theory and chemical reactions to the skin before application.

### **DIPLOMA / CERTIFICATES AWARDED**

Skin Care Specialist Certificate, CPR, First Aid, HIV/AIDS