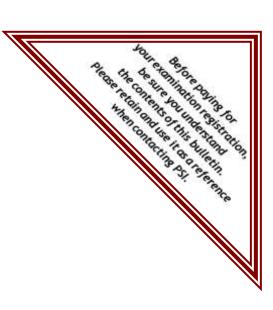


PSI Services LLC

3210 E Tropicana Las Vegas, NV 89121 Phone: (855) 898-0713 Fax: (702) 932-2666

E-mail: examschedule@psionline.com https://test-takers.psiexams.com/incos



INDIANA STATE BOARD OF COSMETOLOGY AND BARBER EXAMINERS CANDIDATE INFORMATION BULLETIN FOR THE WRITTEN EXAMINATIONS



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Please refer to https://test-takers.psiexams.com/incos to check for the most updated information.

ABOUT PSI

This Candidate Information Bulletin provides you with information about the examination process for a cosmetologist, manicurist, esthetician, electrologist, instructor, or barber license in the State of Indiana.

The Indiana State Board of Cosmetology and Barber Examiners have contracted with PSI to conduct examinations. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

For more information on licensure please contact:

Indiana State Board of Cosmetology and Barber Examiners
402 W. Washington Street
Room W072
Indianapolis, IN 46204
Phone: (317) 234-3031

Email: pla12@pla.IN.gov

Website: http://www.in.gov/pla/cosmo.htm

APPROVAL TO TAKE THE EXAMINATION

You must be pre-approved to take an examination. Your education provider will provide your information, electronically, to PSI upon successful completion of the course requirements. You will receive an email confirmation immediately after you have been submitted.

After your provider has submitted your file to PSI, please go to https://test-takers.psiexams.com/incos or call 1-(855) 898-0713 to pay for and schedule your examination. Note, if PSI does not have your record, please contact your education provider.

Your eligibility is valid for one year. If you fail, you may retest unlimited during the one year eligibility period. If you do not pass within the one year period, you will need to go back to your education provider to get your eligibility file resubmitted to PSI.

EXAMINATION PAYING AND SCHEDULING

Once you have received the email confirmation of your eligibility, it is your responsibility to contact PSI to pay and schedule for the examination.

Examination	Examination Fee
Cosmetologist	\$48
Manicurist	\$48
Esthetician	\$48
Electrologist	\$48
Instructor	\$48
Barber	\$44



ONLINE (https://test-takers.psiexams.com/incos)

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at https://test-takers.psiexams.com/incos. Internet registration is available 24 hours a day.

Log onto PSI's website and select Sign in / Create Account. Select Create Account. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

TELEPHONE

Call (855) 898-0713, PSI registrars are available to receive payment and to schedule your appointment for the examination. Please call Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time. To register by phone, you need a valid credit card (VISA, MasterCard, American Express or Discover.)

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received 2 days before the scheduled examination date. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may reschedule online at https://test-takers.psiexams.com/incos or call PSI at (855) 898-0713.

Note: A voice mail message is not an acceptable form of cancellation. Please use the PSI Website or call PSI and speak directly to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

You will forfeit your examination fee if you:

- Do not cancel your appointment at least 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time; or
- Do not present proper identification when you arrive for the examination.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by Clicking Here.



Candidates granted accommodation in accordance with the ADA, MUST schedule their examination by telephone and speak directly with a PSI registrar.

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY

If severe weather or another emergency forces the closure of an examination center on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination appointment by calling (855) 898-0713 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

EXAMINATION REVIEW

PSI, in cooperation with the Board, will be continually evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered by clicking the Comments link on the function bar of the test question screen. Your comments regarding the questions and the examinations are welcomed.

Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly.

EXAMINATION SITE LOCATIONS FOR WRITTEN EXAMINATION

Anderson - Ivy Tech Community College 104 W 53rd St, Room 102 Anderson, IN 46013

Chicago - PSI 332 S. Michigan Avenue, Suite 410 Chicago, IL 60604

Evansville - Ivy Tech Community College 3401 N First Avenue Evansville, IN 47710

Fort Wayne - Ivy Tech Community College 3701 Dean Drive- North Campus Harshman Hall Room 0126 Fort Wayne, IN 46805

Goshen - New Horizons Aviation Inc 17229 County Rd 42 Goshen Municipal Airport Goshen, IN 46526

Indianapolis - PSI 9302 N. Meridian St, Suite 194 Indianapolis, IN 46260

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Indianapolis - Ivy Tech Community College 9301 E 59th St-Rm 152 Indianapolis, IN 46216

Lafayette - Ivy Tech Community College 3101 S Creasy Lane Lafayette, IN 47906

Lafayette - Ivy Tech Community College 3101 S Creasy Lane, Ivy Hall Building Rm 1135 Lafayette, IN 47906

Muncie - Ivy Tech Community College 4301 South Cowan Rd Room 520 Muncie, IN 47302

Richmond - Ivy Tech Community College 2357 Chester Blvd McDaniel Hall, Rm 1128 Richmond, IN 47374

South Bend - Ivy Tech Community College 220 Dean Johnson Blvd South Bend, IN 46601

Terre Haute - Ivy Tech Community College 1700 E Industrial Drive Terre Haute, IN 47802

Valparaiso - Ivy Tech Community College 3100 Ivy Tech Drive Valparaiso, IN 46383

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification and provides time for you to familiarize yourself with the examination process. If you arrive late, you will not be admitted to the examination site and you will forfeit your examination registration fee.

REQUIRED IDENTIFICATION

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

PRIMARY IDENTIFICATION (with photo) - Choose One

- State issued driver's license
- State issued identification card
- Government issued passport (including all countries)
- Government issued military identification card (including all countries)
- Government issued Alien Registration Card (including all countries)
- Canadian government issued identification card (including all countries)

Student ID NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose One

- Credit card (must be signed)
- Social Security card
- US government issued birth certificate with raised seal

NOTE: Student ID without a photo and employment ID are **NOT** acceptable forms of identification.

If you cannot provide the required identification, you must call (855) 898-0713 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination at that time.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
 - Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
 - Bulky or loose clothing or coats that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, hoodies, vests, jackets and coats are not permitted in the testing room. In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
 - Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
 - Other personal items, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI's sole discretion.

- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION

The examination will be administered via computer. You will be using a mouse and computer keyboard.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions, and reviewing your answers.

TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.



IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- If you <u>pass</u>, you will receive a successful score report.
- If you <u>do not pass</u>, you will receive a diagnostic report indicating your strengths and weaknesses by examination type on the score report.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing.

EXPERIMENTAL ITEMS

In addition to the number of examination items specified in the "Examination Content Outlines", a small number (5 to 10) of "experimental" questions may be administered to candidates during the examinations. These questions will not be scored. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

WRITTEN EXAMINATION CONTENT OUTLINES

For written examination questions or concerns, please email cosmetology@psionline.com.

The examination content outlines have been prepared and are periodically updated by committees of professionals who are subject matter experts in cosmetology practice, instruction, and regulatory issues. The examination content outlines identify areas of importance to licensees in order for them to perform their duties to the public in a competent and legally responsible manner.

Use the outline as a guide for pre-examination review of reference material. The outline lists the topics that are on the examination and the number of questions for each topic. Do not schedule your examination until you are familiar with the topics on the outline.

Examination	Languages Available
Cosmetologist	English, Spanish, Vietnamese, Simplified Chinese
Manicurist	English, Spanish, Vietnamese, Simplified Chinese
Esthetician	English, Spanish, Vietnamese, Simplified Chinese
Electrologist	English
Instructor	English, Spanish
Barber	English, Spanish

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CONTENT OUTLINE — COSMETOLOGIST

100 General Items, 10 State Items; 10 Experimental Items 120 Minutes - 75% Correct to Pass

120 Millutes - 73% Correct to Pass
I. Rules, Regulations and Safety (30%)
A. Safety
1. Draping
a. Sanitation
b. Procedures
2. Prevention of salon accidents
a. Maintaining safe working conditions
b. Labeling
c. Storing chemical products
d. Safety Data Sheets (SDS)
e. Thermal appliances
3. First aid/OSHA
a. Handling blood-contaminated tools
b. Disposing of blood-contaminated objects
B. Sanitation, disinfection and sterilization
1. Personal hygiene
Sanitation and disinfection of implements and tools
3. Single use items
4. Dispensing products
5. Prevention of infectious disease/referral
6. Cleaning and disinfecting work surfaces
C. Client contact
1. Ethics
2. Communication
3. Record keeping
D. License Requirements
II. Trichology (4%)
A. Structure of hair
B. Hair type
1. Pigment
2. Wave pattern/follicle formation
3. Texture
4. Density
5. Porosity
6. Elasticity
C. Hair growth phases
D. Diseases and Disorders of the Hair
III. Shampoo / Scalp Analysis (4%)
A. Purpose and chemistry of shampoos and conditioners
B. Scalp conditioning services

C. Procedure

- D. Scalp massage
- E. Scalp analysis/Disorders and diseases of scalp
- F. Procedures for clients with special needs

IV. Styling (5%)

- A. Determination of appropriate hair style
 - 1. Hair texture and types
 - 2. Hair condition
 - 3. Hair length
 - 4. Face shape
- B. Hair design techniques
 - 1. Wet styling
 - 2. Comb out
 - 3. Blow-dry styling
- C. Thermal styling
 - 1. Special considerations
 - 2. Tools
 - 3. Procedures
- D. Artificial hair
- E. Products and styling aids

V. Haircutting (8%)

- A. Shaping and cutting
- B. Determination of appropriate style
 - 1. Length, structure, and conditions
 - 2. Establishing guideline
- C. Blunt/one-length, graduated, and layered hair-cuts
 - 1. Elevation
- D. Thinning/texturizing
- E. Using a razor
- F. Using clippers
- G. Using scissors/shears

VI. Hair Color, Bleaching/Lightening, and Tinting (23%)

- A. Scalp and hair conditions that preclude coloring, bleaching/lightening, or tinting services
- B. Effects of hair structure and natural hair color on tone and intensity of outcome
- C. Preparing hair to receive coloring, bleaching/lightening, or tinting services
- D. Products
- E. Tools, implements, and materials
- F. Mixing
- G. Application, processing, and removal
- H. Highlighting techniques
- I. Determining color level and tone
- J. Corrective color
- K. Color-specific safety
- L. Special procedures Color theory

- 1. Overprocessed or damaged hair
- 2. Hair with metallic dyes, compound dyes, and minerals
- 3. Patch test and strand test

VII. Permanent Waving (8%)

- A. Scalp and hair conditions that preclude permanent waving services
- B. Effects of hair structure and condition on desired outcome
- C. Preparation
- D. Products
- E. Tools, implements, and materials
- F. Applying, processing, and removing products
- G. Techniques of wrapping hair with rods and other tools
- H. Special Procedures
 - 1. Over processed or damaged hair
 - 2. Hair with metallic dyes, compound dyes, and minerals

VIII. Chemical Straightening and Relaxing (8%)

- A. Scalp and hair conditions that preclude chemical straightening and relaxing services
- B. Effects of hair structure on desired outcome
- C. Preparation
- D. Products
- E. Tools, implements, and procedures
- F. Applying, processing, and removing products for chemical straightening and relaxing
- G. Curl reformation/soft curl perm
- H. Special procedures
 - 1. Overprocessed or damaged hair
 - 2. Hair with metallic dyes, compound dyes, and minerals
 - 3. Strand test

IX. Esthetics (5%)

- A. Skin conditions that preclude esthetic services
- B. Skin conditions that benefit from esthetic services
- C. Skin diseases and disorders
- D. Special procedures for skin services on sensitive, acne-prone, or aging skin
- E. Preparation
- F. Tools, implements, and materials
- G. Facial services
 - 1. Purpose and procedures
 - 2. Types of products
 - 3. Applying and removing products
 - 4. Using electric skin devices and equipment
 - 5. Extractions
- H. Massage manipulations
- I. Makeup application



- 1. Procedures
- 2. Products
- 3. Removal
- 4. Corrective makeup
- 5. Color theory
- J. Hair removal
 - 1. Waxing and other depilatory techniques
 - 2. Tweezing

X. Nails (5%)

- A. Nail structure
- B. Recognizing nail disorders and diseases
- C. Clients' health conditions that preclude service
- D. Massage
- E. Manicure/Pedicure
 - 1. Products
 - 2. Procedures
 - 3. Tools, implements, and materials
- F. Applying, maintaining, and removing nail enhancements/artificial nails

CONTENT OUTLINE — NAIL TECHNICIAN (MANICURIST)

50 General Items, 10 State Items; 10 Experimental Items 90 Minutes - 75% Correct to Pass

I. Rules, Regulations and Safety (35%)

- A. Safety
 - 1. Preparation
 - a. Sanitation
 - b. Procedures
 - 2. Prevention of salon accidents
 - a. Maintaining safe working conditions
 - b. Labeling
 - c. Storing chemical products
 - d. Safety Data Sheets (SDS)
- B. Sanitation, disinfection and sterilization
 - 1. Personal hygiene
 - 2. Sanitation and disinfection of implements and tools
 - 3. Single-use items
 - 4. Appying creams
 - 5. Prevention of infectious disease/referral
 - 6. Cleaning and disinfecting work surfaces
 - Cleaning and disinfecting whirpool pedicure foot tubs and filters
- C. Client Contact
 - 1. Ethics
 - 2. Communication

- 3. Record keeping
- D. License Requirements

II. Nail Structure and Nail Analysis (17%)

- A. Nail structure
- B. Nail conditions that preclude treatment
- C. Health conditions that preclude treatment
- D. Disease and disorders

III. Professional Services (33%)

- A. Massage
 - 1. Muscles, bones, and nerves of fingers/hands/arms
 - 2. Muscles, bones, and nerves of toes/feet/legs
- B. Manicure/Pedicure
 - 1. Products
 - a. Disposal
 - b. Handling
 - 2. Procedures
 - 3. Tools, equipment, and materials
- 4. Preparing hands and feet for services
- 5. Conditioning nails and cuticles
- 6. Basic manicure/pedicure
 - a. Grooming and trimming cuticles
 - b. Buffing
 - c. Shaping
 - d. Polishing

IV. Nail Enhancements (15%)

- A. Application and removal
 - 1. Nail tips
 - 2. Gels, acrylics, fiberglass and wraps
- B. Tools, equipment, and products
- C. Maintenance
- D. Nail Repair

CONTENT OUTLINE — ESTHETICIAN

75 General Items, 10 State Items; 10 Experimental Items 90 Minutes - 75% Correct to Pass

I. Rules, Regulations & Safety (35%)

- A. Safety
 - 1. Draping
 - a. Sanitation
 - b. Procedures
 - 2. Prevention of salon accidents
 - a. Maintaining safe working conditions
 - b. Labeling
 - c. Storing chemical products



- d. Material Safety Data Sheets
- e. Thermal/electrical appliances
- 3. First aid/OSHA
 - a. Handling blood-contaminated tools
 - b. Disposing of blood-contaminated objects
- B. Sanitation, disinfection and sterilization
 - 1. Personal hygiene
 - 2. Sanitation and disinfection of implements and tools
 - 3. Single use items
 - 4. Product application
 - 5. Prevention of infectious disease/referral
 - 6. Sanitation and disinfection of work surfaces
- C. Predisposition/Patch Tests
- D. Client contact
 - 1. Ethics
 - 2. Communication
 - 3. Record keeping
- E. License Requirements

II. Esthetic Science and Skin Analysis (15%)

- A. Skin structure and anatomy
- B. Purpose of skin analysis
- C. Skin conditions that benefit from services
- D. Skin conditions that preclude skin services
- E. Skin disorders and diseases

III. Facials (20%)

- A. Application, removal, and purpose of products
 - 1. Lotions and creams
 - 2. Exfoliants
 - 3. Masks/packs
- B. Tools, implements, materials, and equipment
- C. Facial procedures
- D. Special considerations
 - 1. Microdermabrasion
 - 2. Chemical peel
 - 3. Disincrustation
 - 4. Aromatherapy
- E. Massage/Anatomy

IV. Hair Removal (15%)

- A. Tweezing
- B. Waxing
- C. Tools, implements, materials, and equipment

V. Makeup (10%)

- A. Purpose
- B. Types of cosmetics
- C. Brushes and other implements, tools, and materials

- D. Color theory
- E. Application and removal procedures
- F. Corrective makeup
- G. Application and removal of artificial eyelashes

VI. Electricity and Electrotherapy (5%)

- A. Galvanic current
- B. High frequency current
- C. Light therapy

CONTENT OUTLINE — ELECTROLOGY

50 General Items, 5 State Items; 5 Experimental Items 90 Minutes - 75% Correct to Pass

I. Rules, Regulations and Safety (20%)

- A. Sanitation, disinfection and sterilization
 - 1. Sanitation of implements & tools
 - 2. Infection control
- B. Safety
- C. Client Contact
 - 1. Ethics
 - 2. Communication
- 3. Record keeping
- D. License Requirements

II. Anatomy and Physiology of Hair and Skin (30%)

- A. Hair
 - 1. Structure
 - 2. Types of hair
 - 3. Hair growth
- B. Skin
 - 1. Structure
- 2. Function
- 3. Neurology and Angiology
- 4. Disorders and Diseases

III. Analysis and Treatment (35%)

- A. Pre-Treatment
 - 1. Preparation
 - 2. Draping
- B. Treatment
 - 1. Procedures
 - 2. Technique
- C. Post-Treatment

IV. Electricity & Equipment (15%)

- A. Equipment
 - 1. Proper use & Maintenance
 - 2. Basic principles of electricity



- B. Electrolysis

 1. Galvanic current
 - 2. Direct current
 - 2. Direct currer
 - C. Thermolysis
 - 1. High frequency current
 - 2. Alternating current
 - D. Blended

CONTENT OUTLINE — INSTRUCTOR

43 General Items, 12 State Items; 5 Experimental Items 90 Minutes - 75% Correct to Pass

Teaching Methods (18%)

Assessment Tools (18%)

Why

How

What

Determining Effective Instruction (22%)

Establishing goals and objectives

Determining essential knowledge, skills, and abilities

Understanding outcomes

The Learner and Learning Environment (20%)

Learning styles

Individual differences

Motivation

Record keeping

Classroom arrangement

License requirements

Licensure Laws and Regulations (22%)

CONTENT OUTLINE — BARBER

100 General Items, 10 State Items; 10 Experimental Items 120 Minutes - 75% Correct to Pass

I. Rules, Regulations and Safety (30%)

A. Safety

- 1. Knowledge of products, tools and equipment
 - a. Thermal appliances
- 2. Patron protection
 - a. Sanitation
 - b. Procedures
 - c. Professional Conduct

- d. Consultation
- e. Record keeping
- 3. Maintaining safe working conditions
 - a. Labeling
- b. Handling/Storing chemical products
- c. Safety Data Sheets (SDS)
- 4. First aid/OSHA
 - a. Handling blood-contaminated tools
 - b. Disposing of blood-contaminated objects

B. Sanitation, disinfection and sterilization

- 1. Personal hygiene
- 2. Cleaning and disinfection of supplies, implements, and tools
- 3. Single-use items
- 4. Dispensing / disposal of products
- 5. Prevention of infectious disease/referral
- 6. Cleaning and disinfecting work surfaces

C. License requirements

II. Hair / Scalp Structure and Care (10%)

A. Properties of hair

- 1. Structure
- 2. Growth phases
- 3. Disorders
- 4. Hair loss

B. Hair type

- 1. Pigment
- 2. Wave pattern/follicle formation
- 3. Texture
- 4. Density
- 5. Porosity
- 6. Elasticity

C. Hair and scalp care services

- 1. Scalp analysis/Disorders and diseases of scalp
- 2. Shampooing and conditioning
 - a. Procedure
 - b. Products
- 3. Scalp treatment / scalp massage
- a. Procedure
- b. Products

III. Shaving / Beard Design (15%)

- A. Shaving Safety
- **B. Procedures**





C. Chemical Hair Relaxing

- 1. Product Chemistry
- 2. Materials and Supplies
- 3. Procedures, Techniques, and Application
- 4. Precautions

VI. Skin Care (10%)

A. Skin analysis

- 1. Conditions that benefit from facial services
- 2. Diseases and disorders that preclude facial services

B. Facial services

- 1. Purpose and procedures
- 2. Products, implements, and materials
- 3. Massage manipulations
- 4. Using electric skin devices and equipment
- 5. Special procedures for sensitive, acne-prone, or aging skin



Product Chemistry
 Materials and Supplies

3. Procedures, Techniques, and Application

PSI Services LLC 3210 E Tropicana Las Vegas, NV 89121