



NATIONAL ELECTROLOGY PRACTICAL EXAMINATION

CANDIDATE INFORMATION BULLETIN

Please visit www.nicesting.org for the most current bulletin prior to testing.

This bulletin contains important information regarding the NIC National Electrology Practical Examination content and administration. Please review all information carefully.

IMPORTANT INSTRUCTIONS

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination.
- Candidates are required to bring their own kit with sufficient quantity of supplies in sanitary condition. This includes the required implements in proper working order and protective drapes. The kit must be kept closed except when removing or replacing materials for a particular service. The kit will be used during the examination as dry storage and is considered part of the work area.
- All examinations are administered in a testing environment. Candidates should bring a container of water if needed for any section of the examination. Candidates may bring a thermos of hot water if desired. All water and their containers must be taken with the candidates and may not be disposed of at the testing facility.
- Candidates are evaluated at all times. Continue demonstrating until you have completed the entire section.
- Candidates will be given 15 minutes for client protection and to set up the general supplies that they will use throughout the examination. Candidates will also set up the supplies for the electrolysis section of this examination.
- Candidates will also be given 2 minutes to set up the supplies for each section of the examination.
- The verbal instructions will be read twice for each section of the examination. Each examination section has a maximum time allowance. Once you have completed all tasks in the section please step back to indicate that you are finished. In the event that all candidates complete the section before the time has elapsed the examiners will proceed to the next section of the examination.
- Candidates must follow all appropriate public protection and infection control procedures during all phases of the practical examination that will ensure the health, safety, and welfare of the public. In the event of a blood spill candidates will be expected to follow the NIC Health and Safety Standards. Failure to do so may result in your dismissal from the examination.
- Talking with other candidates or the examiners during the examination is strictly prohibited. Doing so will result in your dismissal from the examination and a report of your actions to the proper authorities. Your examiner has been instructed not to answer any questions concerning your examination. This ensures equal opportunity for all candidates and standardization in testing for the National Practical Examination. If you have an emergency situation please ask to speak with the examination coordinator.
- Manufacturer's labels are required on all disinfectants and sanitizers.

MODEL

Candidates will use a live model for the examination.

Models must be at least 15 years of age and cannot be licensed or a student studying in this field. Models must be present with the candidate at the beginning of the practical examination. The model must present a valid driver's license or State ID card for admittance to the examination. The model must be appropriate for examination purposes. The model must agree to submit to all areas of the practical examination. Models may not participate in any way during the examination. Models are not permitted to talk to the candidate or examiners at any time during the examination.

ELECTROLOGY PRACTICAL EXAMINATION CONTENT SECTIONS

The scope of the National Electrology Practical Examination includes 3 core domain services. The core domain services are based on the national job analysis. The core domain services are as follows:

Core Domain Services

Set Up, Client Protection, and Electrolysis
Thermolysis
Blend Method

SET UP AND CLIENT PROTECTION
(15 minutes)

Verbal Instructions:

"You will now set up the general supplies that you will use throughout your examination."

"You will also set up the supplies for electrolysis section of your examination."

"You will perform the client protection section of this examination."

"You will be expected to follow all safety and infection control procedures."

"You will have 15 minutes to set up the general supplies that you will use throughout your practical examination and to drape you model."

"You will be informed when you have 8 minutes remaining."

(1) *"The instructions will be repeated."* **(2)** *"You may begin."*

ELECTROLYSIS
(20 minutes)

Verbal Instructions:

"You will now perform the electrolysis section of this examination."

"You will be instructed by the examiner to remove 3 hairs on the model's arm."

"You will be expected to follow all safety and infection control procedures."

"You will have 20 minutes to complete this section."

"You will be informed when you have 10 minutes remaining."

(1) *"The instructions will be repeated."* **(2)** *"You may begin."*

Candidates will be evaluated on the following tasks:

Preparation

- Protective gloves are worn
- Machine and implements are clean and disinfected
- Disinfects table surface
- Tests machine
- Model is seated or lying with arm in proper position
- Properly applies drape
- Performs an analysis of model's skin

Examiners will read the following to each candidate:

"Please demonstrate removing 3 hairs on the model's arm."

- Sanitizes model's skin
- Applies conductivity lotion, conductivity gel, or water on electrode or on model's hand
- Places electrode into model's hand
- Selects correct needle size
- Inserts needle safely and properly
- Applies current safely and properly
- Three hairs are removed and placed on a towel

Safety and Infection Control

- Treated area has been sanitized after service
- Used needles are safely disposed of in a properly labeled Sharps Container
- Maintains hands and work area in a safe and sanitary condition

THERMOLYSIS
(20 minutes)

Verbal Instructions for Set Up:

"You have 2 minutes to remove the supplies from your kit for the thermolysis section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set up."

Verbal Instructions:

"You will now perform the thermolysis section of this examination."

"You will be instructed by the examiner to remove 3 hairs on the model's arm."

"You will be expected to follow all safety and infection control procedures."

"You will have 20 minutes to complete this section."

"You will be informed when you have 10 minutes remaining."

(1) *"The instructions will be repeated."* **(2)** *"You may begin."*

Candidates will be evaluated on the following tasks:

Preparation

- Protective gloves are worn
- Machine and implements are clean and disinfected
- Disinfects table surface
- Tests machine
- Model is seated or lying with arm in proper position
- Properly applies drape
- Performs an analysis of skin

Examiners will read the following to each candidate:

"Please demonstrate removing 3 hairs on the model's arm."

- Sanitizes model's skin
- Selects correct needle size
- Inserts needle safely and properly
- Applies current safely and properly
- Three hairs are removed and placed on a towel

Safety and Infection Control

- Treated area has been sanitized after service
- Used needles are safely disposed of in a properly labeled Sharps Container
- Maintains hands and work area in a safe and sanitary condition

BLEND METHOD
(10 Minutes)

Verbal Instructions for Set Up:

“You have 2 minutes to remove the supplies from your kit for the blend method section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set up.”

Verbal Instructions:

“You will now perform the blend method section of this examination.”

“You will be instructed by the examiner to remove 3 hairs on the model’s arm.”

“You will be expected to follow all safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

(1) *“The instructions will be repeated.”* **(2)** *“You may begin.”*

Candidates will be evaluated on the following tasks:

Preparation

- Protective gloves are worn
- Machine and implements are clean and disinfected
- Disinfects table surface
- Tests machine
- Model is seated or lying with arm in proper position
- Properly applies drape
- Performs an analysis of model’s skin

Examiners will read the following to each candidate:

“Please demonstrate removing 3 hairs on the model’s arm.”

- Sanitizes model’s skin
- Applies conductivity lotion, conductivity gel, or water on electrode or on model’s hand
- Places electrode into model’s hand
- Selects correct needle size
- Inserts needle safely and properly
- Applies current safely and properly
- Three hairs are removed and placed on a towel

Safety and Infection Control

- Treated area has been sanitized after service
- Used needles are safely disposed of in a properly labeled Sharps Container
- Maintains hands and work area in a safe and sanitary condition

**CANDIDATE SUMMARY
AND FINAL CLEANUP**

Verbal Instructions:

“This concludes the National Practical Examination. Please make sure that all kit supplies and disposable materials are taken with you. Please do not dispose of waste materials, chemicals, or water in the trash receptacles or restrooms as they are unable to accommodate all waste materials from every candidate that takes the examination.”

RECOMMENDED GENERAL SUPPLIES

ALL SUPPLIES MUST BE LABELED IN ENGLISH

** Please refer to State guidelines*

- dry storage kit/container*
- hand sanitizer
- body drape
- spray disinfectant
- disposal bag for waste materials
- masking or transparent tape
- cloth and paper towel(s)
- tissues
- two sets of tweezers
- two needles
- sanitizing lotion or gel
- labeled Sharps Container
- spatulas
- first aid supplies (blood spill kit)
- tape

ELECTROLOGY REFERENCES

Electrolysis, Thermolysis, and the Blend
The Principles and Practices of Permanent Hair Removal,
9th ed., 1994
Arroway Publishing

Modern Electrology: Excess Hair, Its Causes and Treatments, 1987
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

Cosmetic and Medical Electrolysis and Temporary Hair Removal
A Practice Manual and Reference Guide, 2nd Ed., 1997
Medric Ltd.
Toronto, Ontario
(416) 590-9842

Infection Control Standards for the Practice of Electrology
American Electrology Association

NIC Health and Safety Standards

NIC, Inc., October 2002
www.nicesting.org

NIC HEALTH AND SAFETY STANDARDS BLOOD SPILL PROCEDURE

If a blood spill should occur, the following steps MUST be followed:

- **SUPPLY INJURED PARTY WITH LIQUID STYPTIC/ANTISEPTIC AND THE APPROPRIATE DRESSING TO COVER THE INJURY.**
- **DOUBLE BAG ALL BLOOD-SOILED (CONTAMINATED) ARTICLES AND LABEL WITH RED OR ORANGE BIOHAZARD WARNING.** This is the responsibility of the candidate and should be executed as follows:

CANDIDATE INJURY – FOR EXAMINATION PURPOSES

1. **PROTECTION** – If a cut is sustained, stop the service and clean the injured area.
2. **APPLY** antiseptic and/or liquid or spray styptic as appropriate (*see NOTE*).
3. **DRESSING** - cover the injury with the appropriate dressing.
4. **COVER** injured area with finger guard or glove as appropriate.
5. **CLEAN** model/client and station as appropriate.
6. **DOUBLE BAG** and dispose of all contaminated objects. Clean hands with antimicrobial cleanser.
7. **RETURN** to service.

MODEL INJURY – FOR EXAMINATION PURPOSES

1. **STOP** service.
2. **GLOVE** hands of candidate/student/licensee.
3. **CLEAN** injured area as appropriate.
4. **APPLY** antiseptic and/or liquid or spray styptic as appropriate (*see NOTE*).
5. **COVER** the injury with the appropriate dressing to prevent further blood exposure.
6. **DOUBLE BAG** and dispose of all contaminated objects. Clean hands with antimicrobial cleanser.
7. **RETURN** to service.

EXAMINERS:

- **EXAMINER IS TO USE UNUSED DISPOSABLE LATEX GLOVES OR NON-ALLERGENIC EQUIVALENT WHEN CHECKING THAT CANDIDATE'S SERVICE. DOUBLE BAG AND DISPOSE USED GLOVES.**
- **FOLLOW WITH ANTIMICROBIAL SCRUB ON HANDS.**
- **DOCUMENT INCIDENT IN BLOOD SPILL LOG.**

NOTE: DO NOT ALLOW CONTAINERS, BRUSHES, NOZZLES OR LIQUID STYPTIC TO TOUCH THE SKIN OR CONTACT THE WOUND. USE AN APPLICATOR. EXAMINERS SHOULD ALSO COMPLETE AN INCIDENT REPORT.

WET DISINFECTION STANDARD

- 1** All tools and implements, **EXCEPT THOSE THAT HAVE COME IN CONTACT WITH BLOOD OR BODY FLUIDS** must be disinfected, at minimum, by complete immersion in an EPA registered, *bactericidal, virucidal, fungicidal, and pseudomonacidal (Formulated for Hospitals)* disinfectant that is mixed and used according to the manufacturer's directions.
- 2** All tools and implements **WHICH HAVE COME IN CONTACT WITH BLOOD OR BODY FLUIDS** must be disinfected, at minimum, by complete immersion in an EPA registered disinfectant that is effective *against HIV-1 and human Hepatitis B Virus or Tuberculocidal* that is mixed and used according to the manufacturer's directions.

DRY STORAGE STANDARD

Disinfected implements must be stored in a disinfected, dry, covered container and be isolated from contaminants.

HAND WASHING

(Anti-Bacterial Soap is recommended)

Thoroughly wash hands and the exposed portions of arms with antibacterial soap and water before providing services to **each client** and after smoking, drinking, eating, and using the restroom.

NAIL TECHNOLOGY

Practical Examinations

Liquid Monomer containing *Methyl Methacrylate (MMA)* is **prohibited** for use during NIC practical examinations.

Odorless sculpture nail products **are required** for use during NIC practical examinations.

Adopted as amended October 2002

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