



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 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.
- Cellular phones, pagers, any electronic device, printed materials, and handwritten notes are NOT permitted in the examination room. Talking to other candidates or any examiner is strictly prohibited. Failure to comply with any of these conditions will result in you being dismissed immediately, and your actions reported 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 supervisor.

- Manufacturer's labels are required on all disinfectants and sanitizers. An EPA registered disinfectant that demonstrates bactericidal, fungicidal and virucidal properties must be used. Simulated products are NOT allowed for disinfectants and hand 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 5 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 and Client Preparation
Galvanic Method
Thermolysis Method
Blend Method
Conclusion of Service

SET UP AND CLIENT PREPARATION

(15 minutes)

Verbal Instructions:

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

"You will be observed for client protection, safety and infection control procedures."

"You will have 15 minutes to complete this section."

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

(1) *"The instructions will be repeated."*

(2) *"You may begin set up."*

Candidates will be evaluated on the following tasks:

Preparation

- Disinfects all work areas (e.g., tabletop surfaces, chairs, etc.) or uses protective coverings
- Disposes of soiled materials using infection control procedures
- Sanitizes hands or puts on gloves
- Sets up work area with equipment, supplies, containers, and receptacles labeled in English
- Sets up disinfected and/or disposable implements
- Re-sanitizes or puts on new protective gloves before touching model
- Selects work area on the model's arm that is free of lesions, rashes, and/or infection
- Sanitizes work area on the model's arm safely
- Places electrode on the model (e.g., in model's hand, on model's body, etc.)
- Selects a needle/probe that has the same diameter as the hair being removed
- Practices infection control procedures safely throughout setup and client preparation
- Maintains work area in a safe manner throughout setup and client preparation

GALVANIC METHOD

(15 minutes)

Verbal Instructions:

"You will now perform the galvanic method section of this examination."

"You will be instructed to remove 3 hairs."

"You will be observed for client protection, safety and infection control procedures."

"You will have 15 minutes to complete this section."

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

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

The following will be read to each candidate individually:

"Please demonstrate removing 3 hairs."

Candidates will be evaluated on the following tasks:

Application

- Adjust machine settings within galvanic method mode to safely accommodate model's skin
- Inserts needle/probe safely and properly (i.e., candidate uses proper angle and depth)
- Applies current safely without damaging skin
- Using tweezers, the hair(s) are removed from the arm safely. Hair(s) must be placed on gauze for inspection

Safety and Infection Control

- Practices infection control procedures safely throughout service
- Maintains work area in safe manner throughout service

THERMOLYSIS METHOD

(15 minutes)

Verbal Instructions for Set Up:

"You have 2 minutes to remove the supplies from your kit for the thermolysis 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 thermolysis method section of this examination."

"You will be instructed to remove 3 hairs."

"You will be observed for client protection, safety and infection control procedures."

"You will have 15 minutes to complete this section."

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

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

The following will be read to each candidate individually:

"Please demonstrate removing 3 hairs."

Candidates will be evaluated on the following tasks:

Application

- Adjust machine settings within thermolysis method mode to safely accommodate model's skin
- Inserts needle/probe safely and properly (i.e., candidate uses proper angle and depth)
- Applies current safely without damaging skin
- Using tweezers, the hair(s) are removed from the arm safely. Hair(s) must be placed on gauze for inspection

Safety and Infection Control

- Practices infection control procedures safely throughout service
- Maintains work area in safe manner throughout service

BLEND METHOD

(15 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 to remove 3 hairs."

"You will be observed for client protection, safety and infection control procedures."

"You will have 15 minutes to complete this section."

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

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

The following will be read to each candidate individually:

"Please demonstrate removing 3 hairs."

Candidates will be evaluated on the following tasks:

Application

- Adjust machine settings within blend method mode to safely accommodate model's skin
- Inserts needle/probe safely and properly (i.e., candidate uses proper angle and depth)
- Applies current safely without damaging skin
- Using tweezers, the hair(s) are removed from the arm safely. Hair(s) must be placed on gauze for inspection

Safety and Infection Control

- Practices infection control procedures safely throughout service
- Maintains work area in safe manner throughout service

CONCLUSION OF SERVICE

(10 minutes)

Verbal Instructions:

"You will now perform the conclusion of service section of this examination."

"You will be observed for client protection, safety and infection control procedures."

"You will have 10 minutes to complete this section."

"You will be informed when you have 5 minutes remaining."

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

Candidates will be evaluated on the following tasks:

- Cataphoresis applied over the work area using cotton or gauze as a barrier on the arm safely

Safety and Infection Control

- Work area on model's arm has been sanitized safely after service
- Used needles/probes are safely discarded in a labeled sharps container
- Disposes of soiled materials using infection control procedures
- Disposes of items to be disinfected in properly labeled receptacle

**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
- electrology machine
- body drape
- EPA registered disinfectant that demonstrates bactericidal, fungicidal and virucidal properties must be used*
- container/bag for soiled/trash items
- container or bag for items to be disinfected*
- cloth and paper towel(s)
- gauze
- cotton
- tweezers (multiple)
- needles/probes
- sanitizing lotion or gel
- labeled sharps container
- spatulas
- protective gloves
- first aid supplies (blood spill kit)
- tape

ELECTROLOGY REFERENCES

Milady's Hair Removal Techniques: A Comprehensive Manual, 2004,
Bickmore, Helen, R., Thomson Delmar Learning

5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

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.

NIC strongly recommends, due to the testing environment, that odorless sculpture nail products be used during the NIC practical examinations.

Adopted as amended October 2002

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