

NYS DEPARTMENT OF STATE - DIVISION OF LICENSING SERVICES

COSMETOLOGY PRACTICAL TASK LIST FOR EXAMINATION PROCEDURES

This examination is approximately 3 ½ hours long. Each procedure is given a specific time allotment as indicated below; these procedures will be demonstrated on a mannequin. (Note: Specific times are not allocated to set-up and clean-up; ample time will, however, be provided for individuals to complete these procedures.) The examiner will provide verbal instructions prior to the demonstration of each procedure. Chemical procedures will be simulated. It is expected that safety and infection control will be practiced throughout the entire course of this examination in accordance with New York State appearance enhancement statute and regulations and NYS COVID-19 guidelines.

Professional Appearance, Preparation of Work Area & Client Preparation 9 Tasks Evaluated

Verbal Instructions:

"Please set up your workstation with general supplies that will be used throughout your examination. All other supplies should remain in your bag until they are needed to perform each procedure and/or you are instructed to set them out. You will also prepare (secure & drape) your mannequin for further procedures. When you are finished, please step back and quietly wait for further instructions."

- 1) The applicant is wearing a face covering (or mask) -AND- eye goggles (or a face shield). The applicant is dressed in a clean outer garment (smock or gown) which is not tucked in and is worn over a shirt or outfit and is wearing closed-toe footwear that covers the top of foot and is not made of canvass.
- 2) An EPA-approved sanitizing solution (may be in the form of liquid, spray, wipes, etc.); product is in original, labeled packaging and is applied to cover entire surface of workstation and station is completely dried (paper towel or towels may be used) before proceeding.
- 3) A plastic bag for disposables is secured to the work station within reach; the disposables bag is used to discard all disposable materials soiled during the sanitation procedure.
- 4) Implements that require later disinfection (scissors/combs/brushes, etc.) have been transported to the exam site in a covered container labeled "clean" and /or sealable plastic bag(s).
- 5) A sealable plastic bag and a rigid(hard) plastic container (large enough to accommodate scissors and/or razor) are provided in case of blood spill and are labeled 'blood contamination' (ask examinee to produce these items if not visible); blood borne pathogen safety items (disposable protective gloves and adhesive bandages) are stored in container.
- 6) The applicant sanitizes hands with sanitizer (in the form of liquid, foam, wipes, etc.) prior to touching the client (mannequin).
- 7) A solid hair color mannequin with uncut and unprocessed human hair is provided by the examinee and is properly secured to the workstation/table with a counter-top clamp (examinee may use paper towel or any other product to safely secure mannequin to clamp).
- 8) The client (mannequin) is properly draped with a clean, comb-out/reduced-length cape or a regular cape; a towel or neck strip is used to form a barrier.
- 9) Safety and infection control are adhered to during all aspects of preparing the workstation and client (mannequin).

Haircutting Techniques (50 minutes) 12 Tasks Evaluated

Verbal Instructions:

"You will now demonstrate haircutting techniques. You will first wet and comb out the hair. You will then establish a zero degree elevation guideline, with an angled front, using scissors. Four or five sections are allowable. You may continue by performing a 90-degree layered cut, without bangs, using scissors. You will use vertical partings to establish a 90-degree elevation. You will then be asked to demonstrate one or two

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Ying-Ying Zheng



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