

SANDRA'S INK



Recognize It • Rely On It

CURRICULUM FOR COSMETIC TATTOOING

**2900 Norwell Drive
Nanaimo, B.C. V9T 1X3
Phone# 729-3909**



Recognize It • Require It

1. STUDENT GUIDELINES

1. The student must be a minimum of eighteen (18) years of age and have a high school diploma, GED, or equivalent for the fundamental program.
2. The student must document a minimum of 400 hours of theory and practicum.
3. All rules regarding private post secondary education must apply for each locality

2. FUNDAMENTAL CLASSROOM GUIDELINES

1. Each location will be maintained in a physically clean manner in accordance with a strict asepsis program.
2. Fundamental program facilities must be licensed to conduct permanent cosmetic procedures.
3. Each training facility must have on site, an autoclave and/or FDA registered dry heat sterilizer for student instruction and use, unless a pre-sterilized, disposable system is being taught exclusively.
4. Pigments shall be purchased from reputable suppliers and must be in accordance with SPCP Pigment Guidelines*.
5. The instructor may determine basic theory class size.
6. Trainers will not oversee multiple procedures simultaneously.
7. The student to trainer ratio for all hands-on training shall be one to one.
8. Assistant (or guest) trainers for the purpose of overseeing hands on procedures must be CPCP certified and have three (3) years of experience in permanent cosmetics. Assistant

trainers may not conduct classroom presentations.

9. There will be hot and cold running water on site with separate toilet and sink facilities.

3. TRAINING GUIDELINES

1. Only new, sterile needles will be used for each procedure.
2. Trainers will not teach the use of any tattooing device that cannot be sterilized in a satisfactory manner; i.e., any part that comes in contact with pigments or body fluids must be sterile prior to use and disposable and/or able to be sterilized after use.
3. Medical history/client information forms will be kept for five (5) years (or longer as required by state or local statutes) on each model. Trainers must insure proper follow-up for each model.
4. Each procedure taught at the fundamental or intermediate levels will consist of: A) a complete procedure demonstrated by the instructor and B) two procedures completed by each student.
5. A complete procedure shall include: client assessment, completion of client history and informed consent forms, set-up of the work area, start-to-finish procedure, clean-up of the work area, and after-care instructions to the client.
6. A follow-up appointment should be scheduled after each procedure, with the recommended time for touch-up being at least four weeks (many choose six weeks).
7. Centers for Disease Control (CDC) standards as applicable to permanent cosmetics and OSHA guidelines will be mandatory in the handling of all materials relative to the procedures.
8. Pigments poured will be disposed of after each client.

9. New gloves will be worn for each client and changed when needed and for clean up procedures.
10. This course shall consist of a minimum of four hundred hours of instruction including not less than sixty-five and up to 100 hours of practicum and theory (classroom hours), depending on the students ability to learn.
11. Lip liner (or shaded lip liner) is optional at the fundamental level.
12. A file must be kept for each student and will include student information, an assessment of each procedure performed, model releases, photos, test copies (if one is given) and the trainer's final student evaluation.
13. The trainer will be available for post-graduate support by email and/or telephone for one (1) full year. Each trainer should be prepared to offer additional hours of contracted training as required based upon the needs of the student as a separate class.

FUNDAMENTAL CURRICULUM FOR BEGINNER TECHNICIANS

I. Introduction to Permanent Cosmetics

- A. History of tattooing as it applies to permanent cosmetics (optional)
- B. Overview of the different types of machines and devices available

II. Consultation

- A. Client profile
 1. Analyze character of client and client selection
 2. Client expectations
 3. Discuss overall aspects of permanent cosmetics
- B. Client history/client information form
 1. Identify potential problems for permanent cosmetics
 2. Determine when physician review is advised
- C. Consent forms
 1. Discuss informed consent
 2. Liability issues

III. Office set-up

- A. Physical setting
 1. General Equipment

- a. table, chair, work surface, lighting
- B. Building codes

IV. Disinfection and Sterilization

- A. Equipment
 - 1. Discuss acceptable forms of sterilization
 - 2. Disinfectants and antiseptics
- B. OSHA and CDC guidelines regarding bloodborne pathogens
- C. Technician safety
 - 1. Hand washing
 - 2. Hepatitis B vaccination
 - 3. Gloves
- D. Proper handling of devices, needles, and pigments
- E. Sanitary measures during procedure set-up
- F. Sanitary measures during procedure clean-up

V. Client preparation

- A. Pre-procedure care
 - 1. Preparing the client's skin
 - 2. Ways of marking the skin
- B. Anesthetics and physician relationships

VI. Color and pigment theory

- A. Knowledge and use
- B. Pigments
 - 1. Preparation, mixing
 - 2. Storage

VII. Skin anatomy

- A. Composition/layers
- B. Healing process of skin and its care
- C. Diseases, disorders and conditions
 - 1. Infection
 - 2. Herpes
 - 3. Moles, warts, freckles
 - 4. Psoriasis, eczema
 - 5. Reactions

VIII. Machine theory

- A. Review machine (device) for technical aspects
 - 1. Operation and maintenance
 - 2. Use: speed, pressure, angle
 - 3. Trouble-shooting
- B. Evaluate capabilities of devices
- C. Only one type of device will be taught at the fundamental level once a preferred method is established

IX. Needles

- A. Appropriate needle selection and applications
 - 1. Groups, numbers and configurations
- B. How mechanically used in the skin
- C. Maintenance
 - 1. Check for damage
 - 2. Storage and disposal
 - 3. Preparation for sterilization if not pre-sterile when purchased

X. Photography

- A. Rationale
- B. Equipment and methods
 - 1. Clarity
 - 2. Presentation

XI. After Care

- A. Client follow-up
- B. Forms and instructions to provide

XII. Procedure experience: two (2) of each complete procedures: eyebrows, eyeliner, (optional at fundamental level – lip liner, shaded lip liner, beauty marks)

- A. Review issues, discuss
 - 1. Facial morphology
 - 2. Variations
- B. Work on pigskin or similar practice medium
- C. Observe procedures
- D. Hands-on live model work

XIII. Business set-up

- A. Basic business and marketing guidelines (optional)
- B. Legal requirements
- C. Insurance/liability

INTERMEDIATE LEVEL

At least two beginning to end complete procedures must be provided each student. The student must document one hundred (100) brow and liner procedures and has completed an acceptable fundamental training program to take continuing/intermediate education classes.

I. Full Lips

- A. Overview of lip colors
- B. Lip structure, anatomy
- C. Diseases of the mouth
- D. Review basic issues, procedures
- E. Observe procedures
- F. Hands-on work
- G. Follow-up

Note: The trainer is at liberty to teach each topic in any order or combination as long as each area of study is presented.

ADVANCED EDUCATION CLASSES

Advanced Education classes may be taught to students only if the student has completed a minimum of a one hundred (100) hour fundamental class. The SPCP recommends a technician complete 100 basic procedures before proceeding to advanced work.

II. Camouflage, Scar Correction, Breastwork

- A. Skin tones
- B. Overview of skin-toning/breastwork pigments
- C. Review anatomy of normal skin
- D. Abnormal skin: disease, discolorations, growths
- E. Scars
- F. Review basic issues, procedures
- G. Observe procedures
- H. Hands-on work
- I. Follow-up

III. Thick Eyeliners, Blush, Eye Shadow

Thick eyeliners should be considered advanced procedures. While blush and eye shadow are still taught on occasion and their practice is not forbidden, the SPCP does not consider these to be mainstream procedures as there are more contraindications than appropriate indications for them to be performed.

Note: The trainer is at liberty to teach each topic in any order or combination as long as each area of study is presented.

SPECIAL CONSIDERATIONS

Trainers who wish to exclusively teach classes such as needle workshops, color theory, etc., must meet the guidelines required to teach at the Fundamental level as outlined in II. Professional Background.

CERTIFICATES

Trainers cannot “certify” their students unless allowed to do so as a formal part of a state’s educational system. Trainers who do not have state sanctioned certifying educational programs may only provide *certificates of completion* of a core curriculum. The following is an example of this requirement:

The certificates should be specific to the education and should make statements such as, “*STUDENT NAME* has successfully completed one hundred (100) hours of instruction in permanent cosmetics”; or more specifically “completed a XXX-hour program for permanent eyeliner (or as appropriate for the procedure type) procedures”, etc. In this way, the insurance company will only insure them for what is taught and the student must return for more training

if they wish to conduct intermediate or advanced procedures.

Guidelines for Pigment Manufacturers

*SPCP Trainer Members must train with (or sell to students) pigments that meet these guidelines.

1. Origin of Color Additives to Be Used In the Formulation of Pigments:

- It is recommended by the SPCP that inorganic or organic colorants should come from FDA FD&C and D&C listings 21-CFR-73 and 74.

2. MSD Sheets:

- MSD Sheets must be made available.

3. Pigment Bacteria, Mold, Yeast, and Fungus Retardant Ingredient:

- Pigment ingredients shall include a process or an ingredient that is known to retard the growth of bacteria, mold, yeast, and fungus.

4. Pigment Container Labeling:

- Pigment container labeling shall, as a minimum, state: "For Professional Use Only," plus a lot number, an expiration date, and contact information.

5. Patch/Spot/Pigment Test/Scratch Test:

- If a manufacturer requires, suggests, or recommends a patch/spot pigment test/scratch performed, the manufacturer or distributor of that pigment shall, upon request, provide detailed instructions in written format as to how to properly perform the testing process and how to determine the outcome.

6. Pigment Ingredient Full Disclosure:

- Full disclosure of all pigment ingredients shall be provided on at least one of the following documents:
 - The MSD Sheet
 - The Pigment Label
 - A Pigment "Full Disclosure List" provided upon request
 - Additionally, regardless of where the full disclosure of ingredients is provided, 1

should be listed in descending order.