



# THE OHIO STATE BOARD OF COSMETOLOGY

1929 Gateway Circle Grove City, Ohio 43123  
(614) 466-3834 & Fax: (614) 644-6880 [www.cos.ohio.gov](http://www.cos.ohio.gov)

## Testing Information Packet (TIP) *ESTHETICS PRACTICAL*

### **Examination Admittance Information:**

Candidates **MUST** bring one of the following forms of identification: current, valid driver's license, State or Federal issued picture ID, military ID, passport, current year school ID with date. Failure to comply will result in candidate being required to reschedule examination date.

Candidates who arrive after the initial examination check-in process is complete or after the time allotment has expired for a lunch break, will **NOT** be permitted to enter the examination room. The candidate will be required to reschedule their entire examination.

Candidates that do not attend their scheduled examination date or cannot be admitted to the examination for any reason will have their examination fee forfeited. To be rescheduled for an examination the reschedule fee must be submitted. Examination fees are non-refundable and cannot be transferred to another examination date.

### **Exam Center Rules:**

- **An appropriate disinfectant must be used during the examination.** An appropriate disinfectant is an environmental protection agency (EPA) registered, hospital grade bactericidal (esp. pseudomonacidal), virucidal, and fungicidal (quaternary ammonium compound), that is mixed and used according to the manufacturer's directions. Disinfectant must also be effective against HIV/HBV.
  - Manufacturer's labels are required on all disinfectants and hand sanitizers.
  - Labels must be original or photocopied originals.
  - Hand written or typed labels are NOT acceptable.
- Candidates must follow all appropriate infection control and public protection procedures during all phases of the examination. In the event of a blood spill candidates will be expected to follow the Universal Precaution Guidelines.
- Leaving the examination room without permission is not permitted. Permission must be obtained to leave the examination area for any reason, including restroom break(s) and upon the completion of the examination.
- Candidates are required to bring their own supplies. All supplies should be in a sanitary condition. This includes the required implements in proper working order, mannequin heads/hands, and any supplies required to complete the examination.
- Any procedure that requires a demonstration with the use of a chemical will be completed by using a simulated product.

### **Prohibited Acts During Any Portion of Examination:**

- Cellular phones, Smart Watches, or other electronic devices are **NOT** permitted to be in use in any examination room.
- Texting during any portion of the examination including clean-up and restroom breaks.
- Printed materials, handwritten notes, and itemized supply/procedure list(s) are **NOT** permitted in any examination room.
- Writing on body parts (ex: hands, arms, legs, etc.) that could be used by candidate in any portion of the examination.
- Numbering of products and/or supplies to aid in proper order to be used during any procedure.
- Unauthorized replication of examination materials for distribution and/or future use.
- Talking to other candidates and/or borrowing supplies during the examination process.

**Failure to comply with exam center rules will result in dismissal from the examination. If dismissed, examination cannot be rescheduled for thirty (30) days.**

### **Examination Dress Code Requirements**

#### **Ohio Administrative Code 4713-5-28**

- All applicants shall wear professional clothing when scheduled to take the state exam at the board exam center.
- Applicants shall be dressed in professional attire in order to be admitted to the testing center.
- Clothing that is comfortable and practical for work, such as pants or a skirt or school uniform and clean shoes are acceptable attire. A clean smock or apron may be worn over professional attire.
- The following examination attire is not permitted in the examination center during an examination: tank tops, t-shirts with offensive language, beach wear, torn, dirty or tattered clothing or clothing that reveals the midriff or lower back and clothing that is extremely low cut.
- An applicant not admitted to the test center due to attire shall be dismissed, and required to reschedule for the state examination.

**Candidates are required to use a mannequin(s) for all portions of the practical examination.  
Live models are not permitted.**

### **Mannequin(s) Head Requirements**

Mannequin heads that are pre-sectioned indicating the sections by various colors and/or notches or writing that can aid in the examination are **NOT** permitted during any portion of the practical examination.

**All mannequin heads will be checked prior to the start of the examination. Candidates with mannequin heads not meeting the proper requirements will be dismissed from the exam and required to reschedule.**

### **SUGGESTED GENERAL SUPPLIES**

Hand Sanitizer

Disinfectant (See Standards page 1)

First Aid Supplies (Blood Spill Kit)

Mannequin head clamp

Disposal bags (3-4)

Protective gloves

Towels (cloth/paper)

Bowl (for water)

Hair drape

Tissues/Cotton products

Disposable applicators /spatulas

Simulated Cleansing/Massage/Mask Product

Simulated Astringent/Toner/Antiseptic Product

Simulated Soft Wax Product

Wax Removal Product

Tweezers

Fabric Strips

### **Esthetic References**

**Salon Fundamentals Esthetics 2004**

[www.pivot-point.com](http://www.pivot-point.com)

**Milady Standard Esthetics 2013**

**Milady Standard Esthetics 2009**

[www.milady.cengage.com](http://www.milady.cengage.com)

# Esthetics Practical Examination

The esthetic practical examination will be comprised of the following areas. All candidates will be evaluated on the following tasks:

## Set Up and Client Protection

*(15 MINUTES)*

### **Verbal Instructions:**

Following all infection control and safety guidelines, you will set up all of the supplies that will be used for your exam. You will also perform client protection at this time.

You have 15 minutes for your set up procedure and you will be informed when you have 10 and 5 minutes remaining.

### **Procedure:**

- Disinfects work area
- Disposes of all soiled materials
- Sanitizes hands
- Applies hair drape
- All sanitizers and disinfectants display manufacturers label in English
- Follows all infection control guidelines
- Maintains work area in a safe manner

## Cleansing/Steaming (5 Minutes/cleansing)

### **Verbal Instructions:**

You will now perform the cleansing and steaming portion of this exam. You will have 5 minutes to cleanse the face and then remove the cleansing product. Upon completion of the cleansing and removal, please stand behind your mannequin and wait for an examiner to individually instruct you to perform the steaming procedure.

### **Procedure:**

- All cleansing/steaming products/supplies labeled in English
- Implements/tools are visibly clean
- Sanitizes hands
- Removes cleanser using infection control guidelines
- Cleanses lips from corner to center
- Properly cleanses eyes
- Properly cleanses entire face
- Removes cleanser from face without dragging or pulling skin

### **Final Appearance**

- All remaining make-up and cleanser is removed from face
- Maintains hair drape throughout procedure

### **End of Task**

- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

### **Steaming**

- Wrings excess water from towel
- Test temperature of towel
- Drapes towel over face properly exposing nose and/or mouth
- Removes towel from face properly
- Properly applies toner/astringent

### **End of Task**

- Maintains hair drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## Extractions (NOT TIMED)

### **Verbal Instructions:**

You will now perform the extraction portion of this exam. Individually you will be instructed by an examiner to perform the extraction procedure.

### **Procedure:**

- All extraction products/supplies labeled in English
- Implements/tools are visibly clean
- Sanitizes hands
- Applies eye protection
- Wears gloves
- Uses material wrapped finger or cotton swab dampened with astringent/toner
- Gently presses in downward motion on both sides of pore
- Properly applies toner/astringent to extraction area

### **End of Task**

- Maintains hair drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## Hair Removal (NOT TIMED)

### **Verbal Instructions:**

You will now perform the hair removal portion of this exam. Individually you will be instructed to perform the tweezing procedure, and then proceed to the waxing procedure.

### **Procedure:**

#### **Tweezing**

- All tweezing products/supplies labeled in English
- Implements/tools are visibly clean
- Wears gloves
- Properly applies antiseptic/astringent/toner to eyebrow area
- Holds skin taut
- Removes hair from below the brow line
- Removes hair with quick motion in direction of hair growth
- Properly applies soothing product/post epilation

### **End of Task**

- Maintains hair drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

### **Hair Removal**

#### **Soft Wax**

- All waxing products/supplies labeled in English
- Implements/tools are visibly clean
- Wears gloves
- Properly applies antiseptic/astringent/toner to eyebrow area
- Uses powder/corn starch to dry brow area
- Test temperature of wax product
- Applies wax product under entire brow line
- Applies wax product in direction of hair growth
- Wax product is applied in a thin, even layer
- Gently presses fabric over wax product in direction of hair growth
- Holds skin taut
- Quickly removes fabric in opposite direction of hair growth
- Applies pressure to waxed area
- Cleanses skin with wax remover
- Applies soothing product

### **End of Task**

- Maintains hair drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## **Mask / Massage (5 Minutes/Mask)**

### ***Verbal Instructions***

You will now perform the mask and massage portion of this exam. You will have 3 minutes to apply the mask product to the face. You will be evaluated and asked to wait for further instruction. Once the mask procedure has been evaluated, as a group you will have 2 minutes to remove the mask and finish the procedure. Once the examiner has evaluated the removal of the mask, you will be instructed to apply your massage cream and wait for further instructions.

You will be broken up into groups and asked for the demonstration of effleurage, petrissage, tapotement, and friction.

Therefore, do not begin to perform the massage procedure until instructed by the examiner.

### ***Procedure:***

#### **Facial Mask**

All mask products/supplies labeled in English  
Implements/tools are visibly clean  
Removes mask product from container using infection control guidelines  
Properly applies mask to entire face  
Excludes product from eyes, lips and nasal passages  
Applies mask evenly  
Removes mask without dragging or pulling the skin  
All mask product is removed from face  
Applies toner/astringent

#### **Massage**

All massage products/supplies labeled in English  
Implements/tools are visibly clean  
Sanitizes hands  
Removes massage product from container using infection control guidelines  
Properly applies massage product to the face

#### **Demonstration**

Demonstrates Effleurage movements  
Demonstrates Petrissage movements  
Demonstrates Tapotement movements  
Demonstrates Friction movements  
Removes massage product without dragging or pulling the skin  
All massage product removed from face

#### **End of Task**

Maintains hair drape throughout procedure  
Disposes of soiled materials  
Follows all infection control guidelines  
Maintains work area in a safe manner