



# OHIO STATE COSMETOLOGY AND BARBER BOARD

To protect and support the public through regulation and education, while promoting the integrity of the cosmetology and barbering industries.

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## Testing Information Packet (TIP)

### Natural Hair Stylist Practical

#### Examination Admittance Information:

Candidates are required to present one (1) of the following forms of government-issued, current, valid photo identification:

- Driver's license
- Military ID
- USA Passport
- Other form of Government Identification

Failure to comply will result in the candidate for examination being required to reschedule examination date.

Candidates will NOT be permitted to enter the examination room if arrival time is after the initial examination check-in process has been completed or after the time allotment has expired for a lunch break. In order for the candidate to be rescheduled for an examination, the reschedule fee must be submitted.

Candidates that are absent on their scheduled examination date or cannot be admitted to the examination will have their examination fee forfeited. To be rescheduled for an examination, the reschedule fee must be submitted.

- Examination fees are non-refundable.

Personal items such as purses, coats, hats, scarves, cell phones, Smart watches, cameras, tablets, or other electronic devices are not permitted in examination rooms. Secure lockers are available in the lobby area and must be used to store personal items.

#### **Exam Center Infection Control Guidelines:**

**An appropriate disinfectant is required to be used during the examination.**

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 appropriate Blood Spill procedure.

- For objects that come in contact with intact skin, the appropriate disinfectant would be an environmental protection agency (EPA) registered, hospital grade bactericidal (esp. pseudomonacidal), virucidal, and fungicidal (quaternary ammonium compound - "quat") that is mixed and used according to the manufacturer's directions. For objects that come in contact with bodily fluids or blood, an appropriate disinfectant would include an EPA disinfectant registered as effective against "HIV/HBV". **NOTE: Disinfectant used for the examination should meet both guidelines.**
- 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).**
- Any procedure that requires a demonstration with the use of a chemical will be completed by using a simulated product.

#### **Prohibited Acts/Materials:**

- Communicating to other candidates and/or borrowing supplies during any portion of the examination process.
- Use of cell phone for talking and/or texting during any portion of the examination. This includes examination clean-up time and restroom breaks.
- Printed materials, handwritten notes, and itemized supply/procedure list(s) are **NOT** permitted.
- Writing examination information 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 the proper order to be used during any procedure may result in dismissal or points deducted from the examination.
- Unauthorized replication of examination materials for distribution and/or future use.

**Failure to comply with examination center guidelines will result in dismissal from the examination. If dismissed, reschedule of the examination will not be accepted for at least thirty (30) days.**

### **Examination Dress Code Requirements**

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

(A) All applicants shall wear professional clothing when scheduled to take the state licensure examination.

(1) Applicants shall be dressed in professional attire in order to be admitted to the testing center.

(2) 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.

(3) 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.

(B) 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 may result in points being deducted from the examination. Writing on the mannequin that can aid in the examination procedures are **NOT** permitted.

**All mannequin heads/hands will be checked prior to the start of the examination.**

### **SUGGESTED GENERAL SUPPLIES**

Hand Sanitizer

Disinfectant (See Standards page 1)

First Aid Supplies (Blood Spill Kit)

Mannequin head clamp

Disposal bags (3-4)

Towels (cloth/paper)

Neck Strips

Cape(s) (child size is permitted)

Brush

Combs

Hair clamps/clips

Rubber Bands

Weft(s)

Sewing Supplies

Adhesive

Loose Hair Fibers

### **Cosmetology References**

**Salon Fundamentals 2010**

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

**Milady Standard 2012**

**Milady Standard 2008**

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

# Natural Hair Stylist Practical Examination

The natural hair stylist 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 the hair portion of 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 neck protection and drape
- All sanitizers and disinfectants display manufacturers label in English
- Follows all infection control guidelines
- Maintains work area in a safe manner

## INVISIBLE BRAID/NO SHOW BRAID

### (15 Minutes)- Right front section

#### **Verbal Instructions:**

You will now perform the invisible/no-show braid section of this examination.

You will perform an invisible/no-show braid in the right front section of the head.

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

You will have 15 minutes

You will be informed when you have 10 and 5 minutes remaining.

#### **Procedure:**

- All braiding products/supplies labeled in English
- Implements/tools are visibly clean
- Partings are straight
- Three strands are equal in size
- Overlapping hair is smooth and consistent
- End of braid is secure
- Final appearance of braid is invisible
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## TRACK & SEW /HAIR WEAVE

### (15 Minutes)- Back occipital area

#### **Verbal Instructions:**

You will now perform the track and sew /hair weave section of this examination.

You will create a horizontal cornrow between the nape and occipital area in the back section of the head.

You will then perform all of the necessary steps to attach the weft track.

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

You will have 15 minutes to complete this section.

You will be informed when you have 10 and 5 minutes remaining.

#### **Procedure:**

- All weave products/supplies labeled in English
- Implements/tools are visibly clean
- Creates horizontal cornrow
- Cornrow partings straight and consistent
- Overlapping hair of cornrow is smooth and consistent
- End of cornrow is secured
- Weft is measured to properly fit cornrow
- Sews weft to cornrow safely
- Weft is secured properly
- End of weft is secure
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## BONDED/GLUE METHOD

### (15 Minutes)- Back occipital area

#### **Verbal Instructions:**

You will now perform the bonded/glue method portion of this examination.

You will apply a hair extension using the bonded/glue method between the nape and occipital area in the back section of the head.

You will perform all of the necessary steps to attach the weft using the bonding method.

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

You will have 15 minutes.

You will be informed when you have 10 and 5 minutes remaining

#### **Procedure:**

- All bonding products/supplies labeled in English
- Implements/tools are visibly clean
- Implements/tools are visibly clean
- Weft is measured to properly fit section
- Adhesive is applied consistently
- Weft is applied straight and even
- Weft is secure
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

## **EXTENSION ON BOX/SINGLE BRAIDS (3)**

### ***(15 Minutes)- Left front section***

#### ***Verbal Instructions:***

You will now perform the extension on box/single braid section of this examination.

You will complete 3 box/single braids with extensions in the left front section of the head.

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

You will have 20 minutes

You will be informed when you have 10 and 5 minutes remaining.

#### ***Procedure:***

All extension products/supplies labeled in English

Implements/tools are visibly clean

Base of braids are straight and consistent

Three strands are equal in size

Adds hair to braid

Hair added is in proportion to section

Overlapping hair is smooth and consistent

End of braids are secure

Maintains neck protection and drape throughout procedure

Disposes of soiled materials

Follows all infection control guidelines

Maintains work area in a safe manner