

CIB Candidate Information Bulletin

The practical exam is about 2 hours long. Bring your ID, tie your hair back, no dangling jewelry like bracelets, no apple watch, no shoes showing toes or heels. Wear protective/professional clothing like for working in salon (not revealing). Enter building 10-15 minutes early!! Your phone must be turned off to go into a locker there with your keys.

NAIL TECHNOLOGY PRACTICAL EXAMINATION CONTENT OUTLINE

Core Domain Sections

The scope of the National Nail Technology Practical Examination includes 7 (seven) Core Domain Sections. The Core Domain Sections are based on the national job analysis.

1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
2. BASIC WATER MANICURE AND POLISH APPLICATION (20 minutes)
3. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (10 minutes)
4. FULL-WELL NAIL TIP APPLICATION AND BLENDING (15 minutes)
5. SCULPTURED NAIL (20 minutes)
6. REMOVAL OF SCULPTURED NAIL (20 minutes)
7. BLOOD EXPOSURE PROCEDURE (Examined individually)

Domain Details

The following outlines the scope of content covered by the NIC National Nail Technology Practical Examination.

Proctor–Verbal Instructions: Read to all candidates: *“Please go to your assigned station and do nothing until instructed by the Proctor.”*

1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)

Proctor - Verbal Instructions: Read to all candidates:

“You will prepare your work area for your client.

You will set up the universal supplies you will use throughout the examination.

You will also set up the supplies for the Basic Water Manicure and Polish Application section.

You will prepare your client for the services.

You will be expected to follow all 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.

Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.

Step back to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin.”

- **Candidates will be evaluated on the following tasks:**
- **1.1 Disinfects all work areas completely with product that is EPA-registered disinfectant that is bactericidal, virucidal, and fungicidal**
- **1.2 Sanitizes hands**
- **1.3 Universal products are labeled in English**
- **1.4 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read if all candidates have stepped back to indicate that they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

2. BASIC WATER MANICURE AND POLISH APPLICATION (20 minutes)

Proctor - Verbal Instructions: Read to all candidates:

"You will perform a Basic Water Manicure and Polish Application of all 5 fingers.

You will perform at least one massage movement to include the top of the hand, the palm of the hand, and all 5 fingers.

You will use a colored polish that is distinguishable from the nail plate.

You will be expected to follow all client protection, safety and infection control procedures.

You will have 20 minutes to complete this section.

You will be informed when you have 10 minutes remaining.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin."

- **Candidates will be evaluated on the following tasks:**
- **2.1 Manicure products are labeled in English**
- **2.2 Implements and supplies are visibly clean**
- **2.3 Performs a basic water manicure**
- **2.4 Prepares nails and applies colored polish that is distinguishable from the nail plate.**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

"All candidates have indicated they have completed this section of the examination.

Please do nothing until the next verbal instructions are given."

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

"Please stop working.

Please do nothing until the next verbal instructions are given."

- **2.5 Final appearance of the manicure**

- **2.6 Final appearance of polish application**

Examiner - Verbal Instructions: Read to each candidate individually after the final appearance of nails have been examined:

“Please do nothing until the next verbal instructions are given.”

Proctor - Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:

“All examiners have indicated they are ready to proceed.

You will remove the polish from the nails and properly dispose of supplies used in the previous section of the examination.

You will be expected to follow all client protection, safety and infection control procedures.

You will have 5 minutes to complete this section.

You will be informed when you have 2 minutes remaining.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin.”

- **Candidates will be evaluated on the following tasks:**
- **2.7 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

Proctor - Verbal Instructions: Read when all examiners have indicated they have completed their assessment:

“Examiners please rotate at this time.”

3. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (10 minutes)

Proctor - Verbal Instructions: Read to all candidates:

"You will prepare your work area for a NEW client.

You will set up the universal supplies you will use for the remainder of the examination.

You will also set up for the following sections of the examination:

- Full-well Nail Tip Application and Blending,*
- Sculptured Nail, and*
- Removal of Sculptured Nail.*

You will prepare your client for the services.

You will be expected to follow all 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.

Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin."

- **Candidates will be evaluated on the following tasks:**
- **3.1 Disinfects all work areas completely with product that is EPA-registered disinfectant that is bactericidal, virucidal, and fungicidal**
- **3.2 Sanitizes hands**
- **3.3 Universal products are labeled in English**
- **3.4 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

"All candidates have indicated they have completed this section of the examination, we will now proceed."

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

"Please stop working."

4. FULL-WELL NAIL TIP APPLICATION AND BLENDING (15 minutes)

Proctor - Verbal Instructions: Read to all candidates: (Note: Proctor can choose any finger.)

"You will perform a full-well nail tip application and blending.

You will apply the nail tip to the _____ finger.

Fingers are identified as thumb, index, middle, ring, and little finger.

You will be expected to follow all 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.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin."

- **Candidates will be evaluated on the following tasks:**
- **4.1 Nail tip application and blending products are labeled in English**
- **4.2 Implements and supplies are visibly clean**
- **4.3 Prepares for nail tip application**
- **4.4 Selects full-well tip and attaches to nail plate of assigned finger**
- **4.5 Trims, shapes, and blends nail tip**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

"All candidates have indicated they have completed this section of the examination.

Please do nothing until the next verbal instructions are given."

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

"Please stop working.

Please do nothing until the next verbal instructions are given."

- **4.6 Final appearance of finished nail tip**

Examiner - Verbal Instructions: Read to each candidate individually after the final appearance of nails have been examined:

"Please do nothing until the next verbal instructions are given."

- **4.7 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:

"All examiners have indicated they are ready to proceed."

5. SCULPTURED NAIL (20 minutes)

Proctor - Verbal Instructions: Read to all candidates: (Note: Proctor can choose any finger.)

"You will sculpt a nail on the _____ finger.

Fingers are identified as thumb, index, middle, ring, and little finger.

You must use a low-odor/less-odor product.

(Check your state-specific testing guidelines for product requirements.

) You will be expected to follow all client protection, safety and infection control procedures.

You will have 20 minutes to complete this section.

You will be informed when you have 10 minutes remaining.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin."

- **Candidates will be evaluated on the following tasks:**
- **5.1 Sculptured nail products are labeled in English**
- **5.2 Implements and supplies are visibly clean**
- **5.3 Prepares nail plate for sculptured nail**
- **5.4 Sculpts a nail to extend beyond the free edge of assigned finger**
- **5.5 Shapes, contours and finishes sculptured nail**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

"All candidates have indicated they have completed this section of the examination.

Please do nothing until the next verbal instructions are given."

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

"Please stop working.

Please do nothing until the next verbal instructions are given."

- **5.6 Final appearance of sculptured nail**

Examiner - Verbal Instructions: Read to each candidate individually after the final appearance of nails have been examined:

"Please do nothing until the next verbal instructions are given."

- **5.7 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:

"All examiners have indicated they are ready to proceed."

6. REMOVAL OF SCULPTURED NAIL (20 minutes)

Proctor - Verbal Instructions: Read to all candidates:

"You will perform a removal of the sculptured nail.

You will be expected to follow all client protection, safety and infection control procedures.

You will have 20 minutes to complete this section.

You will be informed when you have 10 minutes remaining.

Turn the hand toward the examiner to indicate you have finished.

(1) The instructions will be repeated.

(2) You may begin."

- **Candidates will be evaluated on the following tasks:**
- **6.1 Sculptured nail removal products are labeled in English**
- **6.2 Implements and supplies are visibly clean**
- **6.3 Removes sculptured nail**
- **6.4 Smooths and finishes the natural nail**

Proctor - Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

"All candidates have indicated they have completed this section of the examination.

Please do nothing until the next verbal instructions are given."

Proctor - Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

"Please stop working.

Please do nothing until the next verbal instructions are given."

- **6.5 Final assessment of sculptured nail removal**

Examiner - Verbal Instructions: Read to each candidate individually after the final appearance of nails have been examined:

"Please do nothing until the next verbal instructions are given."

- **6.6 Items to be disinfected, soiled linens, and trash are disposed of in correct containers throughout section**

Proctor - Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:

"All examiners have indicated they are ready to proceed."

7. BLOOD EXPOSURE PROCEDURE (Examined individually)

Proctor - Verbal Instructions: Read to all candidates:

"You will demonstrate the Blood Exposure Procedure.

You will imagine the following scenario: During a service, you have sustained a minor cut to your index finger.

The injury is such that you can continue with the service.

Your work area or client has not been contaminated.

You are expected to demonstrate the proper procedure for a blood exposure.

You will be expected to follow all client protection, safety and infection control procedures.

You will be instructed individually by the examiner to demonstrate the Blood Exposure Procedure.

Do not begin to demonstrate the Blood Exposure Procedure until instructed by the examiner to do so.

(1) The instructions will be repeated."

- **Candidates will be evaluated on the following tasks:**
- **7.1 Blood exposure supplies and materials are labeled in English**
- **7.2 Removes materials from the first aid kit**
- **7.3 Supplies and materials are visibly clean**

Examiner - Verbal Instructions: Read to each candidate individually:

"Please demonstrate the Blood Exposure Procedure."

- **7.4 Candidate wears gloves**
- **7.5 Cleans injured area with antiseptic**
- **7.6 Covers with dressing that is absorbent and secured**
- **7.7 Disposes of all contaminated supplies**

Examiner Verbal Instructions: Read to each candidate individually after the blood exposure procedure has been examined: Please do nothing until the next verbal instructions are given.

“Examiner Verbal Instructions: Read to each candidate individually after the blood exposure procedure has been examined: Please do nothing until the next verbal instructions are given.”

Proctor - Verbal Instructions: Read to all candidates once examiners have completed assessment for this section: All examiners have indicated they are ready to proceed.

“Proctor

- Verbal Instructions: Read to all candidates once examiners have completed assessment for this section: All examiners have indicated they are ready to proceed.”

CANDIDATE CLEANUP AND FINAL SUMMARY Proctor - Verbal Instructions: Read to all candidates at the conclusion of the examination:

“All examiners have indicated they have completed their assessment.

Make sure that all kit supplies and disposable materials are taken with you.

This concludes the National-Interstate Council of State Boards of Cosmetology, National Nail Technology Practical Examination.

Thank you for your participation.”

You will not leave anything after the exam. Take everything you brought with you home. You can not leave anything on the floor including trash. They will notify you by email in 1-2 days to login to ProV to see if you passed or not. They will not tell you at the exam center if you passed.

Passed=mail your license fee form with \$120 to get your license in 4-8 weeks. Contact me if you don't have it by week 6-8. You can call DPOR to ask about your license in 4-5 weeks or check the DPOR License look up website. If you still don't have it by week 6 you have to email them and I will explain how.

Failed=you can pay \$95 to try again. Reach out to me to ask questions and talk about what may have went wrong asap.

If you bought a state exam tote from me and failed you can come to a review class or come by the school to bring all your items to swap used items for refreshed ones, swap the opened monomer bottle for a new sealed odorless monomer and swap the used hand for a new hand. If I can fit it in my schedule I may be able to meet you half way somewhere.

Suggested Supplies

- * Acetone/Polish Remover
 - * Adhesive
 - * Base Coat
 - * Buffer(s)
 - * Candidate Supply Kit to Serve as Dry Storage Area (Must be Closeable)
 - * Container Labeled "items to be Disinfected"
 - * Container Labeled "soiled Linens"
 - * Container Labeled "trash"
 - * Cotton
 - * Cuticle Pusher
 - * Cuticle Softener
 - * Dappen Dish(Es)

 - * EPA-Registered Disinfectant Wipes with Manufacturer's Label that Demonstrate Bactericidal, Fungicidal, and Virucidal Properties Must be Used (Must be Actual Disinfectant Wipes in Manufacturer's Container)
 - * Finger Bowl with Water
 - * First Aid Kit
 - * Foil Removal Wraps
 - * Gloves
 - * Hand Sanitizer with Manufacturer's Label (Must be Actual Hand Sanitizer in Manufacturer's Container)
 - * Mannequin Hand(s) with Artificial Nails Attached (Must be Entire Hand; Cannot Have Removable Digits)
 - * Massage Product
 - * Monomer Must be Low-Odor in Its Original Container with Manufacturer's Label
 - * Nail Brush
 - * Nail Cleanser
 - * Nail Clipper and/or Tip Trimmer
 - * Nail File(s)
 - * Nail Form(s)
 - * Nail Tips
 - * Oil
 - * Paper Towels
 - * Polymer Must be in Its Original Container with Manufacturer's Label (Check State Specific Testing Guidelines for Product Requirements)
 - * Primer (if Used) Must be in Original Container with Manufacturer's Label
 - * Sculptured Nail Brush
 - * Sculptured Nail Products – Monomer, Polymer
 - * Top Coat
 - * Towel(s)
 - * Visibly-Colored Polish (Distinguishable from Nail Plate)
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Make sure your acrylic brush is clean. If new clean it before the exam. Do not practice on your dummy hand. It must look new with well sealed nails on. They may check the hand and odorless before you take the exam.