

Educators Series:

Creating a Practical Test Supply Kit



Introduction

This tutorial will explain the steps to success in creating a test taker practical test kit. We at PSI are excited to provide tutorials that help test takers succeed in passing the PSI National practical tests.

We understand how confusing change is. PSI is on top of ways to simplify processes so you may spend less time figuring things out and concentrate more on passing theory-based tests as well.

There are a couple of explanations that will help a test taker understand the process they will use to create a practical test supply kit.

- ✓ There are no specific protocols to follow or do we grade on tasks being done a specific way (techniques). Test takers are expected to perform tasks as they learn from their educators and how they would perform them in the workplace daily. There are no supply lists or suggestion lists that are provided and/or approved by PSI, supplies that are used are based on the how the topic area is demonstrated by the test taker.
- ✓ To summarize, you will not find Exposure Procedures, Supply Lists, Hair Testing Procedures, or Technique-based instructions in the test taker guides.
- ✓ Supply kits are not to be labeled. The supply kit container should be free of any markings.

Important Guidelines to follow:

Test takers should read the information provided in the Test Taker Guide carefully. This information will define what a test taker needs to know about the parameters of the test.

PSI NATIONAL PRACTICAL TEST- IMPORTANT GUIDELINES

For practical test questions or concerns, we recommend test takers and instructors to email cosmetology@psionline.com.

Test takers should familiarize themselves with the following instructions to be properly prepared for the test, prior to registration.

- During the practical test, test takers must follow all appropriate rules for client protection that will ensure the health, safety, and welfare of the public.
- PSI does not provide a "supply list" as part of the test preparation. Test takers are to bring supplies they use in the everyday tasks. Products may be simulated and generically labeled as products, except where otherwise noted.
- A proctor will be monitoring time during the test. Personal timers are not allowed in the testing room. Test takers will not receive a score for any activities not completed within the allotted topic area time limits. When the proctor gives an instruction to "Please stop working", test takers are to immediately stop what they are doing, stand quietly, and wait for the next instruction to be given.
- Test takers are required to prepare and bring a closable container ("supply kit"), with all products, supplies, and equipment necessary to perform the topic areas included in this test. The suggested container dimensions should not exceed 24" wide, 36" long and 30" high. This will allow the test taker to place the supply kit under the table when not in use. There are no supply lists or suggested supplies for the PSI National Tests. PSI recommends the test taker bring the equipment and supplies needed to perform a Topic Area as they would in their own professional environment.
- Test takers are required to bring to the test, two containers to dispose of used items. One marked "Single-use" and one marked "Multi-use". All items used in the test are categorically disposed of in one of these containers.
- Individual bags may be packed and labeled for each topic area. Bags are to be emptied and placed in the "single use" bag after setting up the workstation.
- A working blow drier and hot curling iron (Marcel or spring) are used in this evaluation and will need to function properly.
- Products that are not grouped as "dangerous chemicals" by OSHA and are not required to be listed on an actual business SDS sheet, may be fictitious with actual label OR self-created label attached to the container. Some other substance may be used inside the container to simulate the product.
- Chemical products that are grouped as "dangerous chemicals" by OSHA and are required be listed on SDS sheets in an actual business, are required to be used from the original container with an original manufacturers label attached or in a container with the manufacturers label attached.
- Absolutely NO aerosols are allowed into the testing area.
- Test takers may not observe other test takers during the test. PSI views and responds to this behavior as form of cheating. The test taker will be warned up to and including dismissal from the test. Please focus on individual tasks and do not depend on viewing the performance of other test takers to be successful.
- Test takers' name and/or school names are to be covered on their person and supplies while in the test.
- Disinfectant containers must have the manufacturers label attached and legible. Disinfectants used must have virucidal, bactericidal and fungicidal properties listed on the manufacturers label.
- Monomer must be in the original manufacturer labeled, and sealed container, labeled odorless. Polymer, dehydrator, and alcohol must be in the manufacturers labeled container.
- The number one safety rule in our industry is: "Following Instructions". There is no necessary or required style or technique a school needs to teach, or a test taker needs to perform. All topic areas are observed in the manner a Cosmetologist would normally complete a task. Tasks should be taken seriously and performed as instructed in the test and to the highest skill level they are capable. Scores are based on the test taker displaying a solid knowledge of workplace Infection Control and Safety Precautions.

Choosing a Supply Kit Container



Supply Kit

- Supply kit must be closed
- Any type of closeable container
- Kit does not need to be labelled

Supply Kit Size

The suggested size of the supply kit, should not exceed 24" x 24" x 15". This allows the kit to fit under the test workspace.



Supply Lists and Video Tutorials

We have many requests for PSI to provide a “supply List” or “video” of supplies to use and how PSI would like a test taker to complete a topic area of the PSI tests.

In past test situations, test were based on a particular technique that listed specific tasks be performed and reviewed by observing linked services.

In todays PSI testing; each Topic Area is a stand-alone topic and is performed as a test taker was instructed by their educator to complete. Psi has referenced the topic in its in development to the listed reference materials listed in the Test Taker Guides that show the procedure and supplies used.

There are parameters in some of the topics such as manicure requires a demonstration with nippers, a mask and steam towel is used in the facial. With this in mind, we have no right or wrong way to demonstrate a topic area. PSI is evaluating by observing safety and infection control as it relates to tools, products, supplies and the workstation.

The actual way a test taker may accomplish a topic varies from educator to educator, this gives the test taker the freedom to demonstrate exactly how the topic will be performed in their actual workspace one they become licensed.

Locate the Test Topic Order

The test taker guide will supply the order the test is administered. This would be the natural way our topic bags would be placed inside the kit. (*check state specific TTG for topic order, topics may vary)

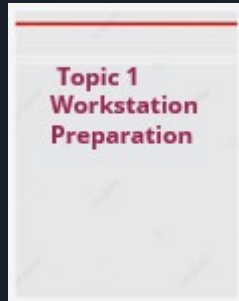
PSI NATIONAL COSMETOLOGY PRACTICAL TEST TOPIC ORDER

| | | |
|----------------|---------------------------|---------------|
| TOPIC AREA: 1 | WORKSTATION PREPARATION | 10 MINUTES |
| TOPIC AREA: 2 | HAIRCUTTING | 25 MINUTES |
| TOPIC AREA: 3 | CHEMICAL WAVE | VARIED TIMING |
| TOPIC AREA: 4 | FOIL HIGHLIGHTS | 25 MINUTES |
| TOPIC AREA: 5 | HYDROXIDE VIRGIN RELAXER | 25 MINUTES |
| TOPIC AREA: 6 | HAIRCOLOR RETOUCH | 25 MINUTES |
| TOPIC AREA: 7 | BLOW DRY AND THERMAL CURL | 25 MINUTES |
| TOPIC AREA: 8 | BASIC FACIAL | 25 MINUTES |
| TOPIC AREA: 9 | MANICURE | 35 MINUTES |
| TOPIC AREA: 10 | END OF DAY CLEAN UP | 10 MINUTES |

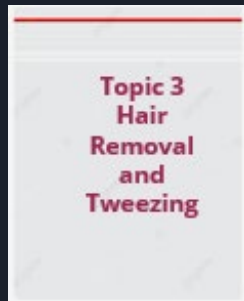
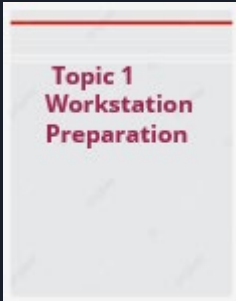
Setting up for Success

The test supply kit may be designed to perform with simplicity.

Bags may be labeled with the topic name and topic number to identify when to use (i.e. Topic 1 – Workstation Preparation).



We encourage test takers to order the bags in order, by a topic area, inside the kit. Please refer to your state Test taker Guide for the test order.



continuing until the test order is completed inside the supply kit.

Things Not to Bring in a Supply Kit



Aerosols are
not Allowed



Non- Disinfectable
cases, boxes, etc.
for reuse



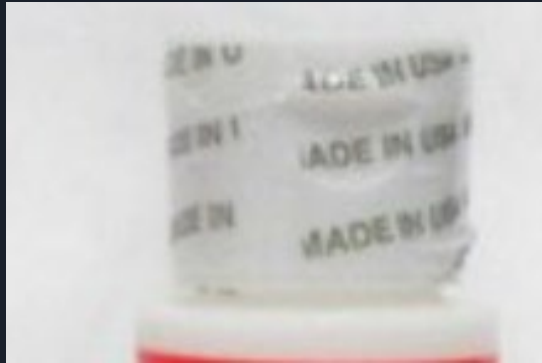
Wet disinfectant or
disinfectant jars



Some Reminders to Bring in a Supply Kit



Manufacturers
labeled
disinfectant



Odorless
Monomer- factory
sealed with a
manufactures
label



First Aid Kit



Manufacturers
labeled Hand
Sanitizer



Labeled Disposal Bags

- Manufacturers labeled
- Nail Dehydrators
 - Alcohols
 - Acetone

Daily Supplies

Daily supplies consist of the products and supplies that are essential to daily use in the workstation

- Paper Towels
- Disinfectant
- Gloves
- Hand Sanitizer

These items are in your Daily Workstation Bag with other supplies needed on the relating test!

Helpful Hints

Wear gloves when handling or using disinfectants.

Do not label the kit.

No personal names or school names developed.

The only thing we sanitize is hands (skin). Work surfaces, tools and implements are disinfected.

If there is a cut or an old wound bleeds, use your first aid kit to perform a blood exposure procedure. The procedure will end with a bandage and the cut contained (glove over cut the cut).

Once the topic area bag is emptied on the workstation, throw it away in the single-use bag.

Follow the direction, when told to stop working, stand or sit back and listen to the next direction.

Redbooks are for the test taker to read instructions. The Proctor will turn the pages, test takers will not be allowed to touch the Redbook.

Thank you for listening.

Learn more at

PSIEXAMS.COM →