



CIBTAC LEVEL 5 AWARD IN LASER TATTOO REMOVAL

CLA01

QAN – 603/3207/4

Qualification Specification



**MEDICAL & AESTHETIC
TRAINING ACADEMY**

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1. CIBTAC

The Confederation of International Beauty Therapy and Cosmetology (CIBTAC) was established in 1977 as the education arm of The British Association of Beauty Therapy and Cosmetology (BABTAC). We are a not-for-profit organisation, continually reinvesting our income for the benefit of our accredited Centres and their Learners.

2. Introduction to CIBTAC qualifications

- 2.1. Each of our qualifications are developed through our close relationships with government agencies and employers from around the world, ensuring they are tailored to provide for the requirements of the international industry. Many of our Centres have been with CIBTAC for more than 30 years and their qualifying Graduates are sought after by first-rate employers because they are both educated to a high level and are salon ready
- 2.2. Our qualifications are challenging, but highly attainable and designed to ensure an exceptional quality of Graduate is entering the sector whilst providing a flexible learning structure that allows each individual to design their portfolio of qualifications depending on their career aspirations. Qualifications are recognised by the England Regulated Qualifications Framework (RQF) which is often used to support local governments' qualifications throughout the world to enable international recognition for the Learner. If qualifications sit within a national qualification framework (such as the RQF) this enables greater recognition and comparability not only nationally, but also internationally where national qualification frameworks are referenced to the European Qualifications Framework (EQF)
- 2.3. CIBTAC ensures its qualifications are fit for purpose by mapping them to National Occupational Standards where they exist. Qualifications are supported by professional associations and external end examinations are structured to be similar to an industry trade test and therefore prepare Learners for seeking employment

3. Level of the CIBTAC Level 5 Award in Laser Tattoo Removal

- 3.1. This qualification is listed in the Ofqual register of qualifications. The CIBTAC Level 5 Award in Laser Tattoo Removal provides knowledge and practical competence in laser tattoo removal. The CIBTAC Level 5 Award in Laser Tattoo Removal has been accredited by OFQUAL
- 3.2. A Learner studying a Level 5 programme will be able to demonstrate the following:

Knowledge descriptor (the Learner)	Skills descriptor (Learner can)
<ul style="list-style-type: none"> • Has practical, theoretical or technological knowledge and understanding of a subject or field of work to find ways forward in broadly defined, complex contexts • Can analyse, interpret and evaluate relevant information, concepts and ideas • Is aware of the nature and scope of the area of study or work • Understands different perspectives, approaches or schools of thought and the reasoning behind them 	<ul style="list-style-type: none"> • Determine, adapt and use appropriate methods, cognitive and practical skills to address broadly defined, complex problems • Use relevant research or development to inform actions • Evaluate actions, methods and results

4. Purpose of the CIBTAC Level 5 Award in Laser Tattoo Removal

The CIBTAC Level 5 Award in Laser Tattoo Removal will provide learners with the means to evidence compliance against published standards and guidelines for safe practice, fulfil the requirements of insurance bodies, and demonstrate on-going personal and professional development in a rapidly evolving specialism.

The units have been identified by employers as the most appropriate for working as a laser tattoo removal practitioner, additionally, there are many CPD courses that can enhance the skills learnt and provide new techniques to ensure that the qualified practitioner remains current and at the forefront of the industry.

The CIBTAC Level 5 Award in Laser Tattoo Removal is designed to meet the aims and recommendations of the following bodies:

1. Health Education England (HEE¹ Nov 2015) Qualification requirements for delivery of cosmetic procedures, now owned by the Joint Council of Cosmetic Practitioners (JCCP) and issued as a competence framework (July 2017) covering Core Competencies and specific modality for laser tattoo removal.
2. The Cosmetic Practice Standards Authority (CPSA)² standards including:
Overarching principles and Laser, Intense Pulsed Light & LED treatments (LIPLIED).

¹ HEE qualification requirements for delivery of cosmetic procedures (November 2015)
www.hee.nhs.uk/sites/default/files/documents/HEE%20Cosmetic%20publication%20part%20one%20update%20v1%20final%20version.pdf

² <http://www.cosmeticstandards.org.uk/>.

3. GMC Guidance: Guidance for doctors who offer cosmetic interventions (April 2016)³. See: http://www.gmc-uk.org/guidance/ethical_guidance/28688.asp

The CIBTAC Level 5 Award in Laser Tattoo Removal underpins the JCCP/CPSA recommendations that practitioners are accountable for their practice and should only ever deliver procedures within their scope of experience and proficiency, meeting the requirements of their regulatory bodies, if appropriate. If practitioners wish to move to another area of practice, they must recognise the limits of their existing knowledge and skills and ensure they meet the qualification requirements for any additional procedures they will be delivering. Following completion of training, learners will be encouraged to identify a professional colleague or mentor with whom they can discuss complex clinical or ethical developments.

The CIBTAC Level 5 Award in Laser Tattoo Removal is designed to develop practitioners, both professionally and personally, in order to provide high standards of proficient patient-centered care, ensuring that practitioners meet the individual needs of their patient's and deliver cosmetic interventions safely and appropriately, adhering to the principles of 'do no harm' and promoting public health at all times, with skills and proficiency underpinned by person-centeredness and appropriate clinical knowledge and skills.

The qualification objectives are:

- to develop and enhance the clinical knowledge and skills of practitioners delivering laser tattoo removal procedures
- to prepare practitioners for the provision of high standards of proficient patient-centred care
- to prepare practitioners to deliver laser tattoo removal safely and appropriately
- to meet the qualification requirements of JCCP/CPSA and other relevant programmes of learning
- to prepare practitioners to progress to higher level qualifications in this specialism and related subject areas.

³ GMC guidance for doctors who offer cosmetic interventions (April 2016) www.gmc-uk.org/Guidance_for_doctors_who_offer_cosmetic_interventions_210316.pdf_65254111.pdf

5. Aims of the CIBTAC Level 5 Award in Laser Tattoo Removal

- 5.1. The CIBTAC Level 5 Award in Laser Tattoo Removal provides Learners with the knowledge and skills to carry out laser tattoo removal in appropriate salons, studios and clinical facilities
- 5.2. In line with JCCP/CPSA requirements for laser, light and energy based treatments, the aim of the CIBTAC Level 5 Award in Laser Tattoo Removal is to enable the practitioner to meet the Core Competencies namely:
 - Demonstrate holistic assessment to elicit suitability for a cosmetic procedure
 - Demonstrate defensible shared decision making and competence in planning the management of care with the client/patient
 - Implement non clinical interventions to address skin health
 - Implement the agreed cosmetic treatment within the agreed plan of care
 - Apply principles of clinical governance, audit and quality to evaluate the outcomes of clinical and non-clinical interventions

In particular to meet the modality specific competencies to:

- a) deliver cosmetic procedures safely, appropriately and proficiently
- b) understand and demonstrate insight into the limitations of their own proficiencies and scope of practice
- c) understand and describe the most appropriate ways to deal with duty of candour, complaints and escalation of concerns and problems
- d) communicate effectively and openly with patients
- e) accurately assess an individual patient's needs
- f) identify and explain the relevant risks of the proposed treatment and how to mitigate them
- g) undertake a thorough history, including relevant past medical history and current medication, to inform the management plan
- h) identify instances when treatment is not in the patient's best interests
- i) provide a rationale for decisions to treat and not treat, and for choice of modality
- j) understand and describe the influences that can affect the choices made by patients/clients and practitioners about cosmetic interventions to be used
- k) encourage patients to use independent emotional support to foster realistic expectations, enhance safety and make best use of their consultation time and results
- l) apply the principles of evidence-based practice

- m) understand and describe the possible interactions between different procedures and demonstrate how to apply that knowledge
- n) use knowledge and skills to achieve optimal results and minimise the risk of complications
- o) recognise their own professional accountability and responsibility for delivery of procedures and manage their practice in an ethical way
- p) understand and explain the roles and relationships of others involved in the prescription, delivery and supervision of cosmetic interventions

For the purposes of this qualification, and in line with JCCP/CPSA guidance, 'treatment' has the following definition:

All stages of practitioner-patient/client interaction: From initial consultation and development of a care plan to the administration of a procedure and the subsequent development of an aftercare plan and related continuity of care measures. *

* In the case of multiple treatments delivered to the same patient/client at any one time, a candidate is permitted to count each area as a separate treatment if the above definition has been satisfied. For example, if following consultation and care plan, laser tattoo removal is to be administered to the same patient/client but to different body locations, e.g. leg and arm, a candidate can cite this treatment as two treatments.

6. Progression

CIBTAC's Level 5 Award in Laser Tattoo Removal is a useful progression to the Level 4 Laser/light hair removal and skin rejuvenation qualifications providing personal, professional and business development opportunities.

Achievement of the CIBTAC Level 5 Award in Laser Tattoo Removal will also provide progression in the sector by completing further training and/or qualifications and CPD in the higher education sector. CPSA require that learners evidence validated and accredited CPD with an annual minimum of 10 CPD hours and attendance at one conference or equivalent.

7. Structure of the CIBTAC Level 5 Award in Laser Tattoo Removal

- 7.1. The CIBTAC Level 5 Award in Laser Tattoo Removal is made up from 5 mandatory unit
- 7.2. The Core (mandatory) units are as follows

Mandatory units	UAN number	Unit code	Level	Credit value	GLH
Laser and Light Technology and Safety	J/617/0132	M01	5	3	12
Skin Anatomy and Physiology	L/617/0133	M02	4	2	6
Light-Tissue Interactions	R/617/0134	M03	5	1	3
Patient Assessment and Consultation	Y/617/0135	M04	4	2	4
Laser Tattoo Removal	D/617/0136	M05	5	3	12
Minimum credits/hours				11	37
Minimum TQT				110	

Ofqual defines GLH and TQT as:

Guided Learning (GL)

Guided Learning is 'the activity of a Learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'. This includes 'the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'

Total Qualification Time (TQT)

Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required in order for a Learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of the qualification

8. Strategy for Delivery

- 8.1. The strategy for delivery of the units that make up the CIBTAC Level 5 Award in Laser Tattoo Removal is based upon a combination of theory and practical sessions
- 8.2. The delivery of the programme may vary according to the centre and may be delivered in any format that supports the Total Qualification Time (TQT) of 110 hours. This may include training workshops or seminars, e-learning, distance learning or self-study. The CIBTAC Level 5 Award in Laser Tattoo Removal has a total minimum number of 37 guided learning hours (GLH). These hours must take place during simultaneous contact between Tutor and Learner

9. Assessment Strategy

9.1 CIBTAC qualifications are assessed internally and externally by practical examinations and theory examination papers.

9.2 The assessment methodology consists of 2 parts, namely:

Part 1 will consist of a theory examination paper. The features of the test are:

- the formats of questions will be determined by the domain of learning (Knowledge, Understanding, and Application) on which the Learner is to be assessed
- the examination paper will consist of questions covering the mandatory units
- each paper will be composed of Multiple Choice Questions, short answers and extended matching items
- Learners outside of England, Wales and Scotland will receive an international paper where questions covering UK legislation will not be asked, however learners may be required to discuss relevant local legislation during oral questioning by the CIBTAC examiner in practical exams for units linked within the same qualification
- results of the assessment will be made available to Centres within 6 weeks following the exam date
- Learners will be required to gain a minimum of 60% in each unit to pass

Part 2, the practical is a synoptic assessment invigilated by a CIBTAC Examiner. The features of the practical examination are:

- the mandatory units of this qualification have a practical exam time of 1 hour and 05 minutes
- within the practical observation Learners will be required to demonstrate satisfactory proficiency in the common themes such as; value-based behaviour, communication, empathy and compassion, respect for patients, professionalism, adherence to professional body guidelines where applicable
- some areas require minimum marks to be achieved. Failure to achieve the minimum will result in failure of the unit and this may need to be retaken at another date
- the pass mark for the practical is 60% for each unit

9.3 The Learner will need to pass all theory examinations and practical examination to achieve the full CIBTAC Level 5 Award in Laser Tattoo Removal

9.4 Portfolio to include:

In line with JCCP/CPSA requirements a **Clinical Log Book**: recording 10 cases during training on a range of skin types and anatomical areas where safe and appropriate to do so. The portfolio must contain supporting critical appraisal of patient consultation,

treatment plan, pre- and post procedures, treatment records and clinical endpoint/outcomes.

Clinical skills evidence will be supported by written and portfolio workplace evidence as detailed below.

Clinical skills: Comprised of direct observation and practical observation:

- Direct observation of procedural skills (DOPS)
- A log book recording consultations and clinical treatments (with relevant attachments)
- Knowledge questions

10. Grading Scheme

To gain a qualification all units must be passed or achieved. Portfolio only units will be designated “achieved” or “not achieved”. All units are graded pass or refer. If a Learner is unsuccessful in any area, they will be re-assessed only in the unit where they have not achieved a pass grade. The remainder of the results will stay in the CIBTAC system until all units have been achieved

Grade thresholds may be subject to change.

11. Initial assessment and Induction

Approved Centres will need to undertake an initial assessment of each Learner prior to the start of their programme to make sure that the level and type of qualification is appropriate. The initial assessment should identify any specific needs that the Learner may have and the support and guidance they will require when working towards the achievement of their qualification. CIBTAC recommends that Learners undertake a relevant induction programme to familiarise them with the requirements of the qualification they will be undertaking, their responsibilities as Learners and the responsibilities of the approved Centre. A learning contract or professional development plan may be useful in this respect.

12. Entry Requirements

Learners must be at least 18 years of age and should either be working in or aspiring to join the Aesthetic sector.

- The majority of learners are expected to be working with laser and light devices and delivering a range of therapies in clinical practice. Recognition of prior experience

and learning (APEL) may appropriate to identify learners suitable for enrolment. However, the following sets the basis of entry to this qualification and learners should ideally have:

- a) 5 GCSEs at grade C and above including Maths, English and Core Science
- b) Plus one of the following, recognising the value of non-traditional vocational qualifications in this field:
 - One A-Level or equivalent
 - A Level 3 accredited qualification in a relevant subject e.g. Beauty Therapy, CIBTAC Principles of Cosmetic Practice
 - Access course
 - Skills for Health bridging programme
- c) Learners who have not achieved secondary education-level qualifications, may evidence their experience and prior learning towards entry e.g. portfolio submission, witness statements etc.
- d) Learners must demonstrate the ability to have successfully studied at Level 4
- e) If English is not the learner's first language, an English language level of IELTS 6.5 or 7.0 is required (as appropriate)

Non-clinical staff working in the clinical setting

In line with CPSA requirements, learners will be made aware of practitioner requirements for:

- A cleared contemporaneous Enhanced DBS check
- Immunisations for those involved with direct patient care:

Learners shall be expected to provide evidence of having attended/undertaken/completed a Laser/Light 'Core of Knowledge' training event as defined within MHRA Guidance, Sept 2015 (Appendix C) Core of Knowledge. Evidence may take the form of a certificate of completion/attendance but must include syllabus covered, name and detail of training provider. The centre may issue a 'benchmarking' paper covering the contents of the Core of Knowledge certificate to ascertain suitability/ability to undertake the L5 laser tattoo removal qualification.

The JCCP/CPSA qualification requirements are based on the premise that a number of treatments will be delivered under the oversight of a clinical professional. These requirements recognise the risks associated with certain treatments, and the need for

practitioners to have access to, and support from, experienced clinicians who are able to deal with medical emergency situations and complications.

13. Accreditation of Recognised Prior Learning (RPL)

- 13.1 Approved Centres should provide appropriate advice and guidance to Learners seeking exemptions as a result of prior learning
- 13.2 Each Learner is responsible for preparing each case of RPL
- 13.3 The Head of Training at the Centre is responsible for providing the outcome in writing to each Learner. Each claim should be verified by a CIBTAC Examiner or the CIBTAC Education Development Officer

14. Qualification time constraints

- 14.1 CIBTAC offers a lifetime registration fee. Learners are allocated a Unique CIBTAC ID and this will appear on all certificates
- 14.2 Learners have 3 years to complete a full qualification, subject to it being offered by an approved Centre; however it is normally anticipated that the CIBTAC Level 5 Award in Laser Tattoo Removal will be completed within one academic year. Learners may complete the qualification more quickly subject to the assessments being made available by the approved Centre
- 14.3 Learners are permitted to sit 2 re-sits in unsuccessful units in the 2 years following the initial exam. If they are still unsuccessful after that, the Learner must re-register for these units and complete the course of study again, before sitting the complete examination. This applies to both practical and theory aspects. A unit certificate will be provided for all successfully completed units

15 Centre Requirements

- 15.1 Only approved Centres may offer CIBTAC qualifications. Centres must apply for approval to become a recognised approved Centre. Full details are available from CIBTAC. The approval process will determine whether the Centre:
 - meets the approval criteria; and,
 - has the expertise and resources to offer the levels of qualifications to be delivered
- 15.2 Approved Centres must meet a set of criteria defined by CIBTAC that meet the appropriate Ofqual General Conditions of Recognition (condition C). These include:
 - recognised quality assurance procedures
 - appropriately qualified tutors for the particular programmes

- a nominated Centre co-ordinator
- suitable teaching and learning facilities
- secure assessment facilities
- secure information management systems that meet the requirements of the Data Protection Act

15.3 Centres must be able to provide suitable:

- premises, which must meet the requirements of CQC or Local Authority requirements for health and safety, infection control, disposal of clinical waste, safe handling of medicines
- equipment, which must include a range of devices/products for learners to experience
- indemnity insurance providing cover for learners and tutors whilst working within the approved premises, and undertaking observed and assessed treatments under supervision
- health, safety and welfare provision for learners and tutors whilst completing their studies
- learning resources for learners and tutors

16. Certification

A Qualification Certificate and Unit Certificate for the CIBTAC Level 5 Award in Laser Tattoo Removal will be awarded to Learners who have successfully completed the 2 core (mandatory) units from the qualification structure.

17. The CIBTAC Level 5 Award in Laser Tattoo Removal Syllabus

17.1 There are 5 key areas within the programme of learning within which the syllabus is contextualised specifically for the aesthetic sector, which are:

- Laser and light technology and safety
- Skin anatomy and physiology
- Light-tissue interaction
- Patient assessment and consultation
- Laser tattoo removal

17.2 The full syllabus outlining learning outcomes and the indicative content of each unit can be found in a separate document CIBTAC Level 5 Award in Laser Tattoo Removal

18. Mapping to other Education Frameworks

The CIBTAC Level 5 Award in Laser Tattoo Removal is mapped against the England and Northern Ireland Government Regulated Qualifications Framework (RQF) and the European Qualifications Framework (EQF) to assist the Learner with the mobility of their achievements against these frameworks, as set out below.

	RQF	EQF	CQFW	SCQF
	8	8		
	7	7		
	6	6		
CIBTAC Level 5 Award in Laser Tattoo Removal	5/4	5	5/4	8/7
	3	4	3	6
	2	3	2	5
	1	2	1	4
	Entry Level	1		

19. CIBTAC policies

19.1 The following CIBTAC policies are available for approved Centres and Learners to refer to in the administration of the delivery of the CIBTAC Level 5 Award in Laser Tattoo Removal

- Malpractice and Maladministration Policy and Procedures
- Reasonable Adjustments and Special Considerations Policy
- Equality and Diversity Policy
- Conflict of Interest Policy
- Appeals Policy
- Complaints Policy
- Whistleblowing Policy
- Certification Policy
- RPL Policy

19.2 The application forms below will need to be completed before CIBTAC is able to service your request in respect of policies identified in 19.1

- Application form for Reasonable adjustments
- Application form for Special Considerations