

## COURSE SYLLABUS

<b>LAST REVIEW</b>	Fall 2022
<b>COURSE TITLE</b>	Kansas State Law Nail Technology
<b>COURSE NUMBER</b>	NAIL 0120
<b>DIVISION</b>	Career and Technical Education
<b>DEPARTMENT</b>	NAIL
<b>CIP CODE</b>	12.0410
<b>CREDIT HOURS</b>	1
<b>CONTACT HOURS/WEEK</b>	Class: 1      Lab:
<b>PREREQUISITES</b>	<b>None</b>

**COURSE PLACEMENT** Students must meet the correct placement measure for this course. Information may be found at: <https://www.kckcc.edu/admissions/information/mandatory-evaluation-placement.html>

### COURSE DESCRIPTION

This course provides classroom instruction in the Kansas Board of Cosmetology General Laws, Rules and Regulations. The course consists of 20 classroom hours as prescribed by the Kansas Board of Cosmetology.

### PROGRAM LEARNING OUTCOMES

1. Demonstrate safety and sanitation procedures required for professional license in the cosmetology industry
2. Utilize chemicals and implements to perform nail services including analysis and application.
3. demonstrate customer service skills
4. Perform a variety of nail services in compliance with the appropriate state requirements.

### TEXTBOOKS

<http://kckccbookstore.com/>

### METHOD OF INSTRUCTION

A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

### COURSE OUTLINE

- I. Kansas State Laws
  - A. Laws relating to licensees and establishments
  - B. Laws relating to the Kansas Board of Cosmetology
- II. Kansas State Rules and Regulations
  - A. Rules and Regulations relating to Infection Control

- B. Rules and Regulations relating to Exams, Licensure, Schools, Establishments, and Inspections

## **COURSE LEARNING OUTCOMES AND COMPETENCIES**

Upon successful completion of this course, the student will:

- A. Discuss the laws as provided by the state of Kansas.
1. Explain prohibited acts
  2. Describe the laws relating to licensed schools.
  3. Describe the laws relating to cosmetology instructors.
  4. Describe the laws relating to nail technology.
  5. Describe the laws relating to nail technology instructors.
  6. Describe the laws relating to esthetics.
  7. Describe the laws relating to esthetics instructors.
  8. Describe the laws relating to electorology.
  9. Describe the laws relating to instructor-in-training.
  10. Define the laws relating to renewal examination.
  11. Define the laws relating to expiration of license.
  12. Define the laws relating to fee limitations.
  13. Define the laws relating to military provisions.
  14. Describe the laws relating to salon / clinic license
  15. Explain the laws relating to licensure applicant – qualifications – out of state.
  16. Define the laws relating to licensure applicant – qualifications – examinations.
  17. Describe the laws relating to license posting requirements.
  18. Define the laws relating to inspectors.
  19. Explain the laws relating to revocations / suspension / assessment of fines.
  20. Explain the laws relating to violations / penalty.
  21. Define the laws relating to apprentice license.
  22. Explain the laws relating to practice requirements prior to licensure relating to cosmetology.
  23. Explain the laws relating to practice requirements prior to licensure relating to esthetician.
  24. Explain the laws relating to practice requirements prior to licensure relating to manicurist.
  25. Explain the laws relating to practice requirements prior to licensure relating to electrologist.
  26. Define the laws relating to apprentice charging for services.
  27. Describe the laws relating to braiding of hair.
  28. Describe the laws relating to board appointment qualifications relating to terms.
  29. Describe the laws relating to board appointment qualifications relating to executive director.
  30. Describe the laws relating to board appointment qualifications relating to unexpired terms.
  31. Explain the laws relating to meetings, records, employees; and compensation.
  32. Define the laws relating to rules and regulation adoptions.
  33. Describe the laws relating to required meeting and examinations.
  34. Explain the laws relating to cosmetology fee fund.
  35. Describe the laws relating to fiscal year.

B. Define the rules and regulations relating to infection control.

36. Describe the rules and regulations regarding personal cleanliness.
37. Explain the rules and regulations regarding communicable diseases and universal precautions.
38. Explain the rules and regulations regarding towels, robes, and linens.
39. Explain the rules and regulations regarding headrests, shampoo bowls, treatment tables, and sinks.
40. Explain the rules and regulations regarding bottles and containers.
41. Explain the rules and regulations regarding products.
42. Explain the rules and regulations regarding instruments and supplies.
43. Explain the rules and regulations regarding pedicure equipment.
44. Explain the rules and regulations regarding disinfection of non-electrical instruments and equipment.
45. Explain the rules and regulations regarding disinfection of electrical equipment.
46. Explain the rules and regulations regarding sterilization of electrolysis instruments.
47. Explain the rules and regulations regarding physical facilities.
48. Explain the rules and regulations regarding prohibitions.

C. Explain the rules and regulations relating to examinations.

49. Explain the rules and regulations regarding examination application.
50. Explain the rules and regulations regarding failure to appear.
51. Explain the rules and regulations regarding grades necessary to pass examination.
52. Explain the rules and regulations regarding failure of exam.

D. Explain the rules and regulations relating to schools.

53. Explain the rules and regulations regarding application procedure for new school.
54. Explain the rules and regulations regarding facility requirements.
55. Explain the rules and regulations regarding number of instructors.
56. Explain the rules and regulations regarding instructor limitations.
57. Explain the rules and regulations regarding student records.
58. Explain the rules and regulations regarding curriculum requirements.
59. Explain the rules and regulations regarding student services sign.
60. Explain the rules and regulations regarding transfer students.
61. Explain the rules and regulations regarding dropped students.
62. Explain the rules and regulations regarding enrollment agreement.
63. Explain the rules and regulations regarding student equipment and uniform.
64. Explain the rules and regulations regarding student requirements before working on public.
65. Explain the rules and regulations regarding additional training.

E. Describe the rules and regulations relating to electrolysis apprentice.

66. Explain the rules and regulations regarding electrology apprentice requirements.
67. Explain the rules and regulations regarding application procedure.
68. Explain the rules and regulations regarding student records.
69. Explain the rules and regulations regarding student identification.

F. Define the rules and regulations relating to establishments.

70. Explain the rules and regulations regarding sale or change of ownership.
71. Explain the rules and regulations regarding working outside an establishment.
72. Explain the rules and regulations regarding display of sign.
73. Explain the rules and regulations regarding establishment closing.
74. Explain the rules and regulations regarding fees.
75. Explain the rules and regulations regarding expiration dates for licenses.

G. Explain the rules and regulations relating to inspections.

76. Explain the rules and regulations regarding routine inspections.
77. Explain the rules and regulations regarding inspection generated by a complaint.

H. Explain the rules and regulations relating to cosmetology school course curriculums.

78. Explain the rules and regulations regarding cosmetology training.
79. Explain the rules and regulations regarding manicuring training.

## **ASSESSMENT OF COURSE LEARNING OUTCOMES AND COMPETENCIES**

Student progress is evaluated through both formative and summative assessment methods. Specific details may be found in the instructor's course information document.

## **COLLEGE POLICIES AND PROCEDURES**

*Student Handbook*

<https://www.kckcc.edu/files/docs/student-resources/student-handbook-and-code-of-conduct.pdf>

*College Catalog*

<https://www.kckcc.edu/academics/catalog/index.html>

*College Policies and Statements*

<https://www.kckcc.edu/about/policies-statements/index.html>

*Accessibility and Accommodations*

<https://www.kckcc.edu/academics/resources/student-accessibility-support-services/index.html>.