

Manicuring

Chapter Outline

Why Study Manicuring?

Nail Technology Tools

**Professional Cosmetic
Products**

The Basic Manicure

**A Man's Manicure
Service**

Massage

Spa Manicures

Aromatherapy

Paraffin Wax Treatments

Nail Art

Only the Beginning

Procedures



Learning Objectives

After completing this chapter, you will be able to:

- ✓ **L01** Identify the four types of nail implements and/or tools required to perform a manicure.
- ✓ **L02** Explain the difference between reusable and disposable implements.
- ✓ **L03** Describe the importance of hand washing in nail services.
- ✓ **L04** Explain why a consultation is necessary each time a client has a service in the salon.
- ✓ **L05** Name the five basic nail shapes for women.
- ✓ **L06** Name the most popular nail shape for men.
- ✓ **L07** List the types of massage movements most appropriate for a hand and arm massage.
- ✓ **L08** Explain the difference between a basic manicure and a spa manicure.
- ✓ **L09** Describe how aromatherapy is used in manicuring services.
- ✓ **L010** Explain the use and benefits of paraffin wax in manicuring.
- ✓ **L011** Name the correct cleaning and disinfection procedure for nail implements and tools.
- ✓ **L012** Describe a proper setup for the manicuring table.
- ✓ **L013** List the steps in the post-service procedure.
- ✓ **L014** List the steps taken if there is an exposure incident in the salon.
- ✓ **L015** List the steps in the basic manicure.
- ✓ **L016** Describe the proper technique for the application of nail polish.
- ✓ **L017** Describe the procedure for a paraffin wax hand treatment before a manicure.

Key Terms

Page number indicates where in the chapter the term is used.

dimethyl urea hardeners
pg. 806

disposable implements (single-use implements)
pg. 799

essential oils
pg. 814

fine-grit abrasives
pg. 802

implements
pg. 798

lower-grit abrasives
pg. 801

medium-grit abrasives
pg. 802

metal pusher
pg. 799

microtrauma
pg. 799

nail clippers
pg. 800

nail creams
pg. 804

nail oils
pg. 804

nipper
pg. 799

oval nail
pg. 809

paraffin
pg. 798

pointed nail
pg. 809

protein hardeners
pg. 805

reusable implements (multiuse implements)
pg. 798

round nail
pg. 809

Scope of Practice
pg. 794

service sets
pg. 796

square nail
pg. 809

squoval nail
pg. 809

wooden pusher
pg. 800

Once you have learned the fundamental techniques in this chapter, you will be officially on your way to providing clients with a professional manicure. Manicure and pedicure services are currently the fastest-growing services on salon and spa menus.

During your studies you will also learn about regulations when performing these services within your state. These regulations are very important to cosmetologists. They map out what is called your **Scope of Practice (SOP)**, the list of services that you are legally allowed to perform in your specialty in your state; the SOP may or may not also state those services you cannot legally perform. Your instructor will provide important guidelines to ensure that you adhere closely to the SOP in your state. Know that if you perform services outside these regulations concerning allowable services, you may lose your license. Also, if damages to a client occur while performing an illegal service, you are fully liable.

WHY STUDY MANICURING?

Cosmetologists should study and have a thorough understanding of manicuring because:

- You will be able to offer your clients a service that they want and enjoy.
- As a professional you should be able to easily recognize manicuring tools and know how they are used.
- You will be able to perform a manicure safely and correctly.

Nail Technology Tools

As a professional cosmetologist, you must learn to work with the tools required for nail services and know all safety, cleaning, and disinfection procedures as defined in your state's regulations.

The four types of nail technology tools that you will incorporate into your services include:

- Equipment
- Implements
- Materials
- Professional cosmetic nail products

LO1

Equipment

Equipment includes all permanent tools that are not implements that are used to perform nail services.

Manicure Table

A standard manicuring table usually includes one or more drawers and shelves (with or without doors) for storing properly cleaned and disinfected implements and professional products

▼ Figure 25-1
Manicure table.



Courtesy of European Touch.

(Figure 25–1). The table can vary in length, but it is usually 36-inches to 48-inches long. The width is normally 16 inches to 21 inches. You must clean and disinfect the surface of the table between clients, so it must be kept clear of clutter and made of something hard and impenetrable, such as Formica or glass.

Adjustable Lamp

An adjustable lamp is attached to the table and should use a 40- to 60-watt incandescent bulb or a fluorescent bulb (Figure 25–2). Fluorescent bulbs are very popular because they emit a cooler light. Most people prefer true-color fluorescent bulb lamps because they show the skin and polishes in their actual color. Fluorescent lights also do not heat up objects underneath the lamp as do high-watt incandescent bulbs. Higher temperatures caused by an incandescent bulb can increase the curing speed of some nail enhancement products.



▲ Figure 25–2
Manicure table with an adjustable lamp and arm cushion.

Courtesy of Collins Manufacturing Company.

Cosmetologist's and Client Chairs

The cosmetologist's chair should be selected for ergonomics, comfort, durability, resistance to staining, and ease of cleaning. The most appropriate chair has wheels to allow the technician maneuverability and hydraulics to allow adjustment up and down (Figure 25–3).

The client's chair must be durable and comfortable. For the comfort of clients, select a chair that has no or low arms on the sides, so that it can be moved closer to the table. This will allow the client's arms to rest on the nail table and prevent the client and cosmetologist from needing to stretch forward. The chair should also have a supportive back so the client can sit comfortably and relax during the service.

Gloves

Gloves are Personal Protective Equipment (PPE), worn to protect the cosmetologist from exposure to microbes during services. The Occupational Safety and Health Act (OSHA) defines PPE as "specialized clothing or equipment worn by an employee for protection against a hazard." The hazards in this situation are bloodborne pathogens (BBPs), pathogenic microorganisms that are present in human blood and other body fluids that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency syndrome (HIV).

Currently, differences of opinion exist in the nail industry concerning whether gloves must be worn by service providers. Many people say gloves should be worn throughout every service because occasionally cosmetologists are exposed to blood. Other people believe gloves need to be worn only when there is exposure to blood, meaning a large amount of blood.

The rulings from OSHA's Universal Precautions standard, which was implemented in 1993 as an addition to the OSHA Act of 1970, provided

CAUTION

Do not touch or allow your client too close to the light source. Light bulbs, especially incandescent ones, can become very hot while in use, and the possibility of a serious burn is very real.



▲ Figure 25–3
Technician chair with wheels for maneuverability and hydraulics for height.

Courtesy of European Touch.

did you know?

Gloves are available in latex, vinyl, and nitrile materials. Know that some clients are allergic to latex, and that latex gloves often shred into pieces when used to apply some lotions. Vinyl gloves do not protect the wearer from many microbes. For these reasons, many technicians believe nitrile gloves are the best choice for nail services. They come in boxes of 100 and are available at beauty and medical supply stores.

the answer as per federal standards. Universal Precautions include gloves, masks, and eyewear. The Universal Precautions standard within OSHA reads: “Universal Precautions shall be observed to prevent occupational exposure to blood or other potentially infectious materials. Occupational exposure includes any reasonably anticipated skin, eye, mucous membrane, or potential contact with blood or other potentially infectious materials that may result from the performance of an employee’s duties.”

OSHA does not mention “exposure to a large amount of blood.”

PROCEDURE 25-4 Handling an Exposure Incident During a Manicure **SEE PAGE 824**

Remove gloves by inverting the cuffs and pulling the gloves off inside out. The glove taken off first is held in the hand with a glove still on it, and then the glove taken off last is pulled over the first glove. Then they are disposed of together. If a single client receives both a manicure and a pedicure, a new set of gloves must be worn for each service. In addition, when two services are being performed together, the technician must perform hand washing after removing each set of gloves and before putting on a new set. Many cosmetologists use antimicrobial gel cleanser when cleaning the hands between sets of gloves during the same appointment.

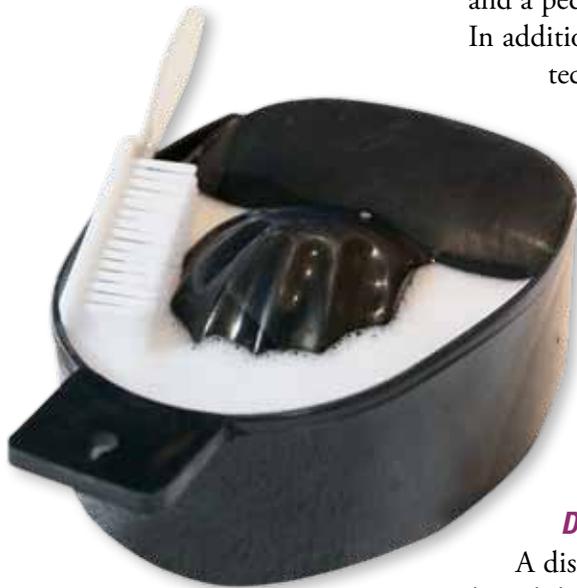
Finger Bowls

A finger bowl is used for soaking the client’s fingers in warm water to soften the skin and cuticle. Finger bowls can be made of plastic, metal, glass, or even an attractive ceramic. They should be durable and easy to thoroughly clean and disinfect after use on each client (**Figure 25-4**).

Disinfection Container

A disinfection container must be large enough to hold sufficient liquid disinfectant solution to completely immerse several **service sets**, sets of all the tools that will be used in a service. Containers that do not allow the entire implement, including handles, to be submerged are not acceptable for use in professional salons.

Disinfection containers come in a number of shapes, sizes, and materials, and they must have a lid to keep the disinfectant solution from becoming contaminated when not in use. Most containers are equipped with a tray, and lifting the tray by its handle allows the technician to remove the implements from the solution without contaminating the solution or the implements. After the implements are removed from the disinfectant container, they must be rinsed and air- or towel-dried in accordance with the manufacturer’s instructions and state regulations.



▲ **Figure 25-4**
Soak nail tips to soften.

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Disinfectants must never be allowed to come in contact with the skin. If your disinfectant container does not have a lift tray or basket, always remove the implements with tongs or tweezers and always wear gloves (Figure 25-5). It is important to wear gloves when removing and rinsing implements because gloves prevent your fingers from coming into contact with disinfectant solution, which can be irritating to the skin.

All containers must be kept closed when not in use to prevent contamination and/or evaporation.

Client's Arm Cushion

An 8- to 12-inch cushion that can be cleaned with soap and water and that is specifically made for cushioning the client's arm is an option when performing nail services. It must be covered with a fresh, clean towel for each client. A clean towel that is folded or rolled to cushion-size may also be used instead of a commercially purchased cushion.

Service Cushion (Optional)

A foam cushion, higher in the middle and lower on the ends, can be placed between the client and the cosmetologist during a manicure; it is believed to provide more comfort during the service for both parties (Figure 25-6). It must be fully covered by a fresh, clean towel throughout each service.

Gauze and Cotton Wipe Container

This container holds absorbent cotton, lint-free wipes, or gauze squares for use during the services. This container must have a lid to protect the contents from dust and contaminants.

Trash Containers

A metal trash container with a self-closing lid that is operated by a foot pedal should be located next to your workstation (Figure 25-7). The trash container should be lined with a disposable trash bag and closed when not in use. It must be emptied at the end of each work day before you leave, and it must be washed and disinfected often. A trash container with a self-closing lid is one of the best ways to prevent excessive odors and vapors in the salon.

Supply Tray (Optional)

This sturdy tray holds cosmetics such as polishes, polish removers, and creams. It should be sturdy and easy to clean. Many technicians put every product they need for a service on these trays and then lift the specific service tray on and off a shelf in their station in one efficient movement. This allows the tabletop to be clear and easy to disinfect after each service. This tray should also be cleaned and disinfected between clients.



▲ Figure 25-5
Disinfection container with removable tray.



▲ Figure 25-6
Service cushion on nail table.



▲ Figure 25-7
Metal trash can with self-closing lid.

did you know?

Implements must be properly prepared or prepped with a thorough cleansing before being placed in the disinfectant solution. Implements must be scrubbed with warm water, liquid soap and a scrub brush, then rinsed and patted dry before placing in the disinfectant liquid (Figure 25–8). Dirty or improperly prepared implements will not be disinfected in the solution.



▲ Figure 25–8
Scrub implements to prepare for disinfection.

Ultraviolet or Electric Nail Polish Dryer (Optional)

A nail polish dryer is designed to shorten the time necessary for the client's nail polish to dry. Electric dryers have heaters and fans that blow warm air onto the nail plates to speed evaporation of solvents from nail polishes, allowing them to harden more quickly. Nail polish dryers that use a light bulb also create warmth to speed drying and work in the same fashion as electric dryers but without fans. Ultraviolet polish dryers are designed to cure polishes that contain an ingredient sensitive to the UVA wavelength of the bulb in the dryer; exposure to this wavelength triggers curing (drying) of the polish.

Electric Hand/Foot Mitts (Optional)

These heated mitts, which are available for both hands and feet, are designed to add a special service to a manicure or pedicure. A manicure that includes heated mitts usually costs more, or their use can be an add-on to a lower-cost service. After the massage during a pedicure, conditioning lotion or even a mask is applied to the feet, which are then placed in a plastic cover and inserted into the foot mitts. The warmth aids in penetration of the conditioning ingredients, adds to the comfort of the service, and provides ultimate relaxation for the client.

Terry Cloth Mitts (Optional)

These washable mitts are placed over a client's hands or feet after a penetrating conditioning product and a cover have been applied. These mitts are routinely used over paraffin to hold in the heat.

Paraffin Bath (Optional)

A paraffin tub has an automatic thermostat that will maintain the paraffin at the ideal temperature for application to the hands and feet. **Paraffin**, a petroleum by-product that has excellent sealing properties (barrier qualities) to hold moisture in the skin, can be added to manicures and pedicures for an extra charge (Figure 25–9). Although paraffin from the bath can be applied in many ways, the traditional method is to dip the hands and feet into the paraffin in the bath. The paraffin coating covers the skin, holding the skin's natural moisture in the epidermal layers and thus promoting moisturization of the skin and

deeper penetration of other products that have been used on the skin prior to the paraffin. After basic equipment, this bath is often the first purchase for many salons and spas. Check the regulations in your state concerning the use of paraffin in salons.

Implements

Implements are tools used to perform your services and are either reusable or disposable. **Reusable implements**, also known as **multiuse implements**, are generally stainless steel because they must be properly cleaned and disinfected after use on one client and prior to use

▼ Figure 25–9
Paraffin bath.



Courtesy of European Touch.

on another. Less expensive nickel-plated metal implements will corrode during disinfection. **Disposable implements**, also known as **single-use implements**, cannot be reused because they cannot be cleaned and disinfected; therefore, they must be thrown away after a single use. It is recommended that cosmetologists have several clean and disinfected service sets of implements available for use at all times. **LO2**

Reusable Implements

Metal Pusher

The **metal pusher** (often incorrectly called a cuticle pusher) is designed to gently scrape cuticle tissue from the natural nail plate. It is not to be used to push back the eponychium. Metal pushers must be stainless steel and used carefully to prevent damaging the natural nail and the nail matrix. Improper use on the nail can cause grooving and possible nail growth problems if the nail matrix is accidentally damaged. Improper or careless use of the metal pusher can cause microscopic trauma or injury to the tissues. These injuries are known as **microtrauma**—tiny, often unseen openings in the skin, which can allow microbes to enter the skin, leading to infection.

If you have rough or sharp edges on your metal pusher, use an abrasive to smooth or remove them. This prevents digging into the nail plate or damaging the protective barriers created by the eponychium and cuticle.

Hold the metal pusher the way you hold a pencil with the flat end held at a 20- to 30-degree angle from the nail plate. The spoon end is used to carefully loosen and push back the dead cuticle tissue on the nail plate (**Figure 25–10**).

Nippers

A **nipper** is a stainless-steel implement used to carefully trim away dead skin around the nails. It is never used to cut, rip, or tear live tissue because the live nail fold tissue is important to ward off microbes and prevent infection around the nail plate. Nippers must be cleaned and disinfected before use on every client, taking special care to open the hinges for thorough cleaning and disinfecting. Always maintain a sharp edge on your nippers to prevent accidental ripping and tearing into the live tissue.

It is important that you learn the correct use of nail nippers while in school. To use nippers, hold your thumb around one handle and three fingers around the other, with the blades facing the nail plate. Your index finger is placed on the box joint to help control the blade and guide it properly (**Figure 25–11**).

Tweezers

Tweezers are multi-task implements for lifting small bits of debris from the nail plate, retrieving and placing nail art, removing implements

did you know?

Many cosmetologists separate their clean, disinfected reusable implements into service sets. These sets can be wrapped in a clean towel and stored in a clean place, or they can be inserted into a sterile pouch before being autoclaved. Open the implements in front of your clients at the start of each service so clients can see that the set has been disinfected prior to their arrival.



▲ Figure 25–10
Metal pusher.



▲ Figure 25–11
Nippers.



▲ Figure 25-12
Tweezers.

did you know?

A cosmetologist practicing nail procedures full- or part-time will need at least three sets of quality, stainless-steel implements in order to always have a completely clean and disinfected set ready for use on each client. One set is in the disinfectant, one is being used, and another is ready for use. By always having a set of implements ready, you will ensure that clients will not have to wait for the disinfection process. When the current client is finished, the implements in the disinfectant are removed, rinsed and dried, or placed to air-dry. The implements just used are prepared for disinfection, and the set that is prepped and ready is used on the next client. Remember, it takes approximately twenty minutes to properly clean and then disinfect implements after each use.

from disinfectant solutions, and much more (Figure 25-12). They must be properly cleaned and disinfected before use on every client because they may come in contact with a client's skin or nails. They must be stainless steel to allow disinfection after use.

Nail Clippers

Nail clippers shorten the free edge quickly and efficiently. If your client's nails are too long, clipping them will save filing time. Clip the nails from each side to prevent stress damage to the sides of the nail plates and then file to shape the nails. Nail clippers must be properly cleaned and then disinfected before each use on every client. These implements must be stainless steel to be disinfected.

Disposable Implements

Brushes and Applicators

Any brush or applicator that comes into contact with a client's nails or skin during a manicure or pedicure must be properly cleaned and disinfected before use on another client. If implements cannot be properly cleaned and disinfected according to your state's regulations, they must be disposed of after a single use. Check with the manufacturer if you are unsure whether a brush or applicator can be properly cleaned and disinfected.

Wooden Pusher

The **wooden pusher** is used to remove cuticle tissue from the nail plate, to clean under the free edge of the nail, or to apply products. Hold the stick as you would a pencil with the tip at a 20- to 30-degree angle from the nail plate while pushing the cuticle free (Figure 25-13). It is a single-use implement and not intended for reuse or disinfection. Apply nail products by completely wrapping the end of the stick with a small piece of cotton and placing or dipping the cotton tip into the product. If the cotton tip is dipped into product, enough must be retrieved for the entire application. If more product is needed, the cotton on your wooden pusher must be changed to prevent contamination of the product. Using products that have spout lids can shorten time in the application. The spout must not touch the cotton tip, nail plate, or the skin.

Nail Brush

This plastic implement is used in many ways during nail services (Figure 25-14). Clients use a nail brush when they arrive at the salon and perform the hand washing procedure. Technicians use a nail brush for hand washing between clients. Nail brushes are also used during the manicure to remove debris from the nail plate. Finally—and very importantly—nail brushes are used to scrub the implements clean before disinfection.



▲ Figure 25-13
Wooden pusher.

Application Brush

Application brushes can be used to apply nail oils, nail polish, or nail treatments to client's nails. It is recommended that you purchase inexpensive, readily available packages of disposable application brushes to apply products that can support bacterial growth.

Dip enough product from the container for your entire application using the application brush, or pour enough product for the full application into a clean dappen dish and dip the application brush into this dish throughout the application. Again, these brushes must be disposed of after use on one client.

An exception to this single-use rule is made for brushes used in products that are not capable of harboring or supporting the growth of pathogenic microbes, such as alcohol, nail polish, monomers and polymers, UV gels, nail primers, dehydrators, bleaches, and so forth. Since these products cannot harbor or support pathogen growth, the brushes do not need to be cleaned and disinfected between each use unless the brush touches a contaminated nail immediately before moving to another nail. Since cosmetologists can only work on healthy nails, contaminated nails should not be an issue. However, a brush is considered contaminated if it is used to apply penetrating nail oil to the nail plate and then placed back into the product, because the products themselves can become contaminated with bacteria and support the growth of pathogens. For this reason, disposable application brushes or droppers should be used to apply oils to the nail plate or surrounding skin.

Materials

Materials and supplies used during a manicure are designed to be single-use and must be replaced for each client. These items are not considered reusable.

Abrasive Nail Files and Buffers

Abrasive nail files (**Figure 25–15**) and buffers (**Figure 25–16**) are generally single-use only, and they are available in many different types and grits. For example, they come with firm, rigid supporting cores or with padded and very flexible cores. Grits range from less than 180 to over 240 per centimeter. A rule of thumb is the lower the grit, the larger the abrasive particles on the file and the more aggressive its action. Therefore, **lower-grit abrasives** (less than 180 grit) are aggressive and will quickly reduce the thickness of any surface. Lower-grit files also produce deeper and more visible scratches on the surface than do higher-grit. Therefore, lower-grit files must be used with greater care and generally are not used on natural nails since they can cause damage.

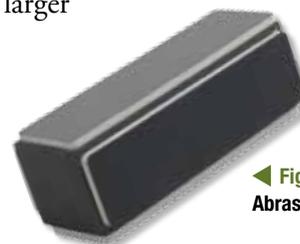


◀ **Figure 25–14**
Nail brush.

did you know?

It is the salon's choice as to whether nail brushes are reused or disposed of after a single use. To prevent cross-contamination, nail brushes must be clean and fresh for each client. They must be disinfected between services, thrown away after use, or sent home with the client. Many salons find a resource for inexpensive nail brushes so the brushes can be disposed of or sent home with the client. This eliminates the time and effort needed for disinfection, and it eliminates the need for a larger disinfection container and the counter space it would occupy. It also saves the increased cost of disinfection solution for the brush-disinfection process.

▼ **Figure 25–15**
Typical abrasive nail file.



◀ **Figure 25–16**
Abrasive nail block.

CAUTION

Abrasives or other implements cannot be stored in a plastic bag or other sealed containers because airtight conditions create the perfect environment for pathogens to grow and multiply before the next use. Always clean, disinfect, and store implements in a clean, unsealed container that allows air to circulate, or roll implements in a towel as a service set (Figure 25–17).



▲ Figure 25–17
Store disinfected implements in a covered container.

You must prep or edge your abrasive files before using them on a client to prevent harm to the client from the sharp edges of the files. These files are stamped from a large sheet of prepared materials, leaving very sharp edges, and these sharp edges are not removed before the files are shipped. You are responsible for removing this damaging edge from every new file.

To prepare a file for use, rub another (clean, unused) file across the edge to remove that sharp edge; this action is referred to as *file prepping*. Many cosmetologists prepare all their new files and then store them in a clean container. If this edge is not removed on new boards, you may put that client at risk for cuts. Check the corners of buffers also because they may also require prepping.

Medium-grit abrasives (180 to 240 grit) are used to smooth and refine surfaces, and the 180 grit is used to shorten and shape natural nails.

Fine-grit abrasives are in the category of 240 and higher grits. They are designed for buffing, polishing, and removing very fine scratches.

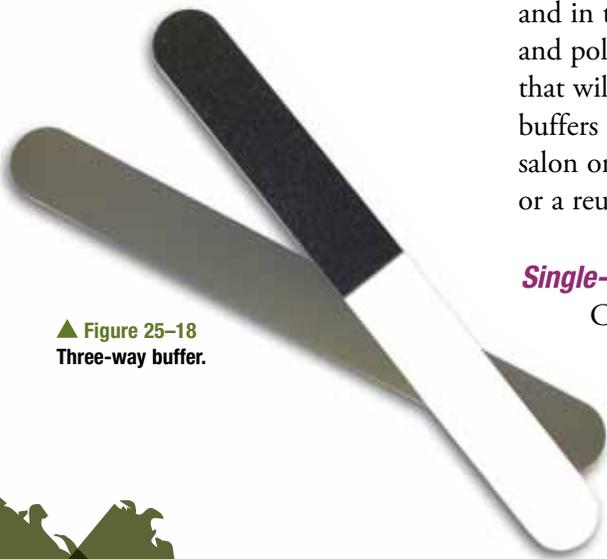
Abrasive boards and buffers typically have one, two, or three different grit surfaces depending on type, use, and style. Some abrasive boards and buffers can be cleaned and disinfected. Check with the manufacturer to see if the abrasive of your choice can be disinfected. All abrasives must be cleaned and disinfected before reuse on another client. Check with your instructor as to whether your state allows abrasive boards and buffers to be disinfected within the SOP. Abrasives that cannot survive the cleaning and disinfection process without being damaged are considered disposable and must be discarded after a single use.

Two-Way or Three-Way Buffer

The two- or three-way buffer abrasive technology replaces the chamois and creates a beautiful shine on nails (Figure 25–18). The buffer is shaped like a two-sided nail file, long and narrow, with one or two additional grit abrasives and a final shine surface. Begin with the lowest grit abrasive surface in the smoothing task, move to the larger grit, and then finish with the shining surface (usually no grit). The result is a glossy shine on the nails. This buffer is generally used on natural nails and in the final steps of the two-color application of monomer liquid and polymer powder nails, such as the French manicure look, for nails that will be worn with sheer or clear polish only. Most two- or three-way buffers are single-use only and must be thrown away after each use. The salon or technician must find an inexpensive source for purchasing them or a reusable one if regulations in the state allow the use of these buffers.

Single-Use or Terry Cloth Towels

Cloth towels must be laundered between clients, and paper towels must be thrown away after each use. A fresh, clean terry cloth towel or a new disposable paper towel is used by the client after washing his or her hands. The best terry cloth towels for use in a personal service are white so they can



▲ Figure 25–18
Three-way buffer.

be bleached during their washing between uses. Other clean towels are used to cover any surfaces that can become contaminated during each manicure, including the work area. If spills occur on the table, different terry cloth or disposable towels must be used to wipe them from the surface.

Gauze, Cotton Balls, or Plastic-Backed Pads

Lint-free, plastic-backed, fiber or cotton pads are often used to remove nail polish. Plastic backing protects nail professionals' fingertips from overexposure to drying solvents and other chemicals (**Figure 25–19**).

Gauze squares or cotton balls are also popular for removal of nail polish because they are inexpensive and perfectly designed for this and other application tasks. Gauze squares (2" x 2" or 4" x 4") have many uses in manicure services, from product removal to application. All these materials must be stored in a manner to prevent dust and debris from contaminating them.

Plastic or Metal Spatulas

A disposable plastic or reusable metal spatula must be used for removing products from their respective containers to prevent contamination of the products and the spread of disease. If a spatula comes into contact with your or the client's skin, it must be properly cleaned and disinfected before being used again, or it must be replaced. Also, never use the same spatula to remove dissimilar products from different containers because the chemistry of the products may be altered.

STATE REGULATORY ALERT

Reusing implements without properly cleaning and disinfecting them is against the law in every state. The inappropriate and illegal use of implements puts clients, cosmetologists, and the salon at risk of infection and can also put the technician and salon at risk for legal liability, as well as license suspension.



▲ **Figure 25–19**
Materials used to remove polish and clean nail bed before polishing.

Professional Cosmetic Products

As a professional, you need to know how to properly use each nail product, what ingredients it contains, and what it does during use. You must also know how to properly store products and remove them from their containers in a hygienic manner. This section provides basic information regarding several professional cosmetic nail products. For more detailed information on products and ingredients see *Nail Structure & Product Chemistry*, Second Edition, by Douglas D. Schoon, published by Milady, a part of Cengage Learning and *Milady's Skin Care and Cosmetic Ingredients Dictionary*, 3rd Edition, by Natalia Michalun and M. Varinia Michalun, also published by Milady, a part of Cengage Learning.

did you know?

The Centers for Disease Control (CDC) states that it does not matter whether the soap/cleanser used in a salon is antibacterial or not; it still removes microbes and debris. However, many clients feel more secure if an antibacterial soap is used at the wash station.

Soap

Soap is used to clean the cosmetologist's and client's hands before a service begins. It acts as an infection control tool during the pre-service hand washing procedure by mechanically removing microbes and debris. Soap is known to remove over 90 percent of pathogenic microbes from the hands, when hand washing is performed properly.

Liquid soaps (**Figure 25–20**) are recommended and preferred because bar soaps harbor bacteria and can become a breeding ground for pathogenic (disease-producing) bacteria.

Polish Remover

Removers are used to dissolve and remove nail polish. There are two types of polish removers available: acetone and non-acetone. Acetone remover works more quickly and is a better solvent than non-acetone removers.

Non-acetone removers will not dissolve enhancement products as quickly as acetone, so they are preferred when removing nail polish from nail enhancements such as wraps. Both acetone and non-acetone polish removers can be used safely. As with all products, read and follow the manufacturer's instructions for use.

Nail Creams, Lotions, and Oils

These products are designed to soften dry skin around the nail plate and to increase the flexibility of natural nails. They are especially effective on nails that appear to be brittle or dry, and they are the number one nail product that should be sold to manicure and pedicure clients. **Nail creams** are barrier products because they contain ingredients designed to seal the surface of the skin and hold in the subdermal moisture in the skin. **Nail oils** are designed to absorb into the nail plate to increase flexibility and into the surrounding skin to soften and moisturize. Typically, oils and lotions can penetrate the nail plate or skin and will have longer-lasting effects than creams, but all three products can be highly effective and useful for clients, especially as daily-use home-care products.

Cuticle Removers

Cuticle removers are designed to loosen and dissolve dead tissue on the nail plate so that this tissue can be more easily and thoroughly removed from the nail plate. These products typically contain 2 to 5 percent sodium or potassium hydroxide, with added glycerin or other moisturizing ingredients to counteract the skin-drying effects of the remover. These products must be used in strict accordance with the manufacturer's directions, and skin contact must be avoided where possible to counter the effects of the alkaline ingredients. Excessive exposure of the eponychium to cuticle removers can cause skin and eponychium dryness, leading to hangnails.

▼ **Figure 25–20**

Use pump bottles of soap at hand washing stations. Do not use bar soaps because bar soaps harbor bacteria.



Nail Bleach

These products are designed to apply to the nail plate and under the free edge of natural nails to remove yellow surface discoloration or stains (e.g., tobacco stains). Usually, nail bleaches contain hydrogen peroxide or some other keratin-bleaching agent. Always use these products exactly as directed by the manufacturer to avoid damaging the natural nail plate or surrounding skin. Because nail bleaches can be corrosive to soft tissue, take care to limit skin contact.

Colored Polish, Enamel, Lacquer, or Varnish

Colored coatings applied to the natural nail plate are known as *polish*, *enamel*, *lacquer*, or *varnish*. These are all marketing terms used to describe the same types of products containing similar ingredients. There are no real differences in the products.

Polish is a generic term describing any type of solvent-based colored film applied to the nail plate for the purpose of adding color or special visual effects (e.g., sparkles). Polish is usually applied in two coats over a base coat and then followed by a top coat (Figure 25–21).

Base Coat

The base coat creates a colorless layer on the natural nail and nail enhancement that improves adhesion of polish. It also prevents polish from imparting a yellowish staining or other discoloration to the natural nail plate. Some nail plates are especially susceptible to stains from red or dark colors, so the base coat step is important. Base coats are also important to use on nail enhancements under colored polish to prevent surface staining. Base coats usually rely on adhesives, which aid in retaining polish for a longer time. Like nail polishes, base coats contain solvents designed to evaporate. After evaporation, a sticky, adhesion-promoting film is left behind on the surface of the nail plate to increase adhesion of the colored coating.

Nail Hardener

Nail hardeners are used to improve the surface hardness or durability of weak or thin nail plates. If used properly, some nail hardeners can also prevent splitting or peeling of the nail plate. Hardeners can be applied before the base coat or after as a top coat, according to the manufacturer's directions.

There are several basic types of nail hardeners:

Protein hardeners are a combination of clear polish and protein, such as collagen. These provide a clear, hard coating on the surface of the nail but do not change or affect the natural nail plate itself. Protein (collagen) has very large molecules that cannot be absorbed into the nail plate.

Other types of nail hardeners contain reinforcing fibers such as nylon that also cannot be absorbed into the nail plate. Therefore, the protection they provide comes from the coating itself. They are not therapeutic. These products can be used on any natural nail.

did you know?

Never shake your polish bottles. Shaking will cause air bubbles to form and make the polish application rough and appear irregular. Instead, gently roll the polish bottles between your palms to thoroughly mix.



▲ Figure 25–21
Polish, top coat, and base coat for manicure.

did you know?

Products sold to clients for their use at home are called retail products and are packaged for that purpose. In the beauty industry they are considered home-care products, not retail products, because they are sold under professional recommendation and the client is given instruction on how to use them before taking them home. Home-care products, by law, must have usage directions and cautions listed on the bottles or boxes or have written instructions in the box. Professional products (usually bulk sizes) do not have this labeling requirement.



CAUTION

All base coats, top coats, nail polishes, and hardeners are highly flammable.

The ingredient in hardeners that was believed, in the past, to be formaldehyde is actually methylene glycol, an ingredient that creates bridges or cross-links between the keratin strands that make up the natural nail, making the plate stiffer and more resistant to bending and breaking. Methylene glycol is also nonirritating to the skin.

These products are useful for thin and weak nail plates, but should never be applied to nails that are already very hard, rigid, and/or brittle. Methylene glycol hardeners can make brittle nails become so rigid that they may split and shatter. If signs of excessive brittleness or splitting, discoloration of the nail bed, or other signs of adverse nail and skin reactions occur, discontinue use. These products should be used as instructed by the manufacturer until the client's nails reach the desired goal, and then use should be discontinued until the product is needed again. Clients are generally instructed to apply the product daily over nail polish as a top coat, or under nail polish as a base coat when the polish is removed and reapplied. Clients must be instructed to follow manufacturer instructions.

Dimethyl urea hardeners (DY-meth-il yoo-REE-uh hard-n-ers) use dimethyl urea (DMU) to add cross-links to the natural nail plate; DMU does not cause adverse skin reactions. These hardeners do not work as quickly as hardeners containing methylene glycol, but they will not overharden nails as those with methylene glycol can with overuse.

Top Coat

Top coats are applied over colored polish to prevent chipping and to add a shine to the finished nail. These products contain ingredients that create hard, shiny films after the solvent has evaporated. Typically the main ingredients are methacrylic or cellulose-type film formers.

Nail polish drying accelerators are designed to be used over a top coat to hasten the drying of nail polishes. They are typically applied with a dropper, a brush or are sprayed onto the surface of the polish. They promote rapid drying by pulling solvents from the nail polish, causing the colored film to form more quickly. These products can dramatically shorten drying time and will reduce the risk of the client smudging the recent polish application.

Hand Creams and Lotions

Hand creams and lotions add a finishing touch to a manicure. Since they soften and smooth the hands, they make the skin and finished manicure look as beautiful as possible. Hand creams are generally designed to be barriers on the skin which help the skin retain moisture, or they contain penetrating ingredients to soften the skin or repair damage. A hand cream's purpose is to make the skin on the hands less prone to becoming dry or cracked. Lotion is generally more penetrating than creams and may treat lower levels of the epidermis. A treatment

lotion can be used with warming mitts or paraffin dips to enhance penetration of the ingredients into the skin.

Nail Conditioners

Nail conditioners contain ingredients to reduce brittleness of the nail. They should be applied as directed by the manufacturer. This treatment is especially useful when applied at night before bedtime. Nail conditioners can be oils, lotions, or creams.

Sunscreens

These lotions contain ingredients that protect the skin from damage by the Ultra Violet light (UVA) from the sun. UVA is known to cause age spots (hyperpigmentation) on the backs of the hands and damage to the DNA of skin cells. Overexposure to the sun is known as a major cause of aging and skin cancer. Encourage your clients to purchase and use sunscreen on all their exposed skin.

The Basic Manicure

The basic manicure is the foundation of all nail technology services, and it is vital that you know and recognize all of the components necessary for making the basic manicure service successful. The information you learn for the basic manicure will serve as your foundation for all of the other nail services you will perform in your career.

Work to get your basic manicure procedure to forty-five minutes at the most, including polishing, before you leave school. This will make you more hireable and more successful in your career. Practice until you can perform the skills automatically, without considering what is next in the protocol, and you will portray the confidence and professional aura that clients prefer in their cosmetologist (and that salon owners prefer in their employees).

PROCEDURE **25-5 Basic Manicure** SEE PAGE 826

Hand Washing

To prevent the spread of communicable disease, it is imperative to wash your hands before and after each client—and to have your clients wash their hands before they sit down at your cleaned and disinfected manicure table. The practice of hand washing before any procedure should be so well taught to your regular clients that they go directly to the washing station before coming to your station.

Nail brushes, which are an integral part of the hand washing procedure, should be in a well-known storage place so clients can retrieve one easily and quickly. Mark the clean nail brush container

CAUTION

Material Safety Data Sheets (MSDSs) contain information, compiled by the manufacturer, about product safety, including the names of hazardous ingredients, safe handling and use procedures, precautions to reduce the risk of accidental harm or overexposure, and flammability warnings. Salons must have MSDSs on file for every professional product, easily accessible for reference by employees; MSDSs are not required for retail products. The manufacturer or distributor from which you order a professional product is required by law to provide you with the appropriate MSDS.





clearly, so the client will know where to retrieve the fresh brush. The client can bring the brush to the table or leave it in a marked dirty-brush container.

To prevent cross-contamination, each client must have a clean brush for scrubbing her hands. There are two choices for providing clean brushes:

- Clean and disinfect your brushes after each client. Many salons clean nail brushes at the end of the day, disinfect them, rinse and dry them, and then place them in a container labeled “Clean Brushes” with convenient access by your clients.
- Purchase them in bulk and give them to clients or throw them away after each service. Clients bring them to the chair for use during their manicure after they wash.

PROCEDURE
25-3 Proper Hand Washing

SEE PAGE 823 **LO3**

The Manicure Consultation

The consultation with the client before the manicure, or any other service, is an opportunity for getting to know one another and for the cosmetologist to understand a client’s expectations. Do not rush through the consultation—it is an important part of the service!

If the client is new to the salon, he or she should already have filled out the information on the intake form in the waiting room. Use this information to perform the client consultation. Look at the forms closely for important responses from the client, and then record your observations after the service.

Always check the client’s nails and skin to make sure that they are healthy and that the service you are providing is appropriate. Next, discuss the shape, color, and length of nails that your client prefers. You must be careful not to diagnose a disease or disorder in any way. All information should then be recorded on the client service form. If there are no health issues observed, continue with the service.

Keep the following considerations in mind: shape of the hands, length of fingers, and shape of the eponychium area. Generally, it is recommended that the shape of the nail’s free edge should enhance the overall shape of the fingertips, fingers, and hands of the client. You also need to think about your client’s lifestyle; such things as hobbies, recreational activities, and type of work can determine the best nail shape and length. **LO4**

Basic Nail Shapes for Women

During the consultation, you should discuss the final shape your client wants for her nails, and of course you should do your best to please her. **Table 25-1** details the five basic shapes that women most often prefer. **LO5**

did you know?

Although the CDC states that hand sanitizers are appropriate for use, they also note that hand sanitizers are only for use when water is not available for hand washing. It is very important to remember that these products cannot, and do not, replace proper hand washing. Proper hand washing is a vital part of the service, and it cannot be skipped or ignored. Clients must also properly wash their hands before and after the service, and you must properly wash your hands after each customer. Resort to using a hand sanitizer only when it is absolutely necessary!

BASIC NAIL SHAPES

SHAPE	DEFINITION
 <p>SQUARE</p>	<p>The square nail is completely straight across the free edge with no rounding at the outside edges.</p>
 <p>SQUOVAL</p>	<p>The squoval nail has a square free edge that is rounded off at the corner edges. If the nail extends only slightly past the fingertip, this shape will be sturdy because there is no square edge to break off, and any pressure on the tip will be reflected directly back to the nail plate, its strongest area. Clients who work with their hands—nurses, computer technicians, landscapers or office workers—will need shorter, squoval nails.</p>
 <p>ROUND</p>	<p>The round nail should be slightly tapered and usually should extend just a bit past the fingertip.</p>
 <p>OVAL</p>	<p>The oval nail is a conservative nail shape that is thought to be attractive on most women's hands. It is similar to a squoval nail with even more rounded corners. Professional clients who have their hands on display (e.g., businesspeople, teachers, or salespeople) may want longer oval nails.</p>
 <p>POINTED</p>	<p>The pointed nail is suited to thin hands with long fingers and narrow nail beds. The nail is tapered and longer than usual to emphasize and enhance the slender appearance of the hand. Know, however, that this nail shape may be weaker, may break more easily, and is more difficult to maintain than other nail shapes. Rarely are natural nails successful with this nail shape, so they are usually enhancements. They are for fashion-conscious people who do not need the strongest, most durable shape of nail enhancements.</p>

Photos courtesy of European Touch.

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Table 25-1 Basic Nail Shapes.

Choosing a Nail Color

Polishing is very important for the satisfaction of your clients and for the success of the service, and it may help determine whether clients return to you. Polishing is the last step in a perfect manicure, and it gives your clients a constant visual reminder between visits of the quality of your work. When your clients look at nails that are polished perfectly, they will admire your work and will likely return. If the polish is not applied perfectly, they will have a constant reminder for a week or more of a less-than-perfect manicure and may not return.

Many clients will ask for help in choosing a polish color, or they will ask, “Do you like this color?” When asked for help, suggest a shade that complements the client’s skin tone by placing the hand on a white towel under your true-color light, then holding the potential polish colors over



▲ **Figure 25–22**
Finished manicure.

the skin on the top of the hand. It is best to allow the client to make the choices to ensure their satisfaction. If the manicure is for a special occasion, you might suggest the client pick a color that matches or coordinates with the clothing they will be wearing, or that represents the holiday, the event, or the season. Some clients will request nail art or other nail fashion enhancements that are popular at the time. Generally, darker shades are appropriate for fall and winter and lighter shades are better for spring and summer; however, this is no longer a hard-and-fast fashion rule. Always have a wide variety of nail polish colors available and the appropriate colors for the French manicure polish techniques.

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did you know?

When applying an iridescent or frosted polish, you must make sure the strokes are parallel to the sidewalls of the nail to avoid shadow lines in the polish.

Applying Polish

The most successful nail polish application is achieved by using four coats. The first, the base coat, is followed by two coats of polish color and one application of top coat to give a protective seal. Applying multiple layers of polish improves the longevity and durability of the overall application (**Figure 25–22**). By building layer upon layer, you will improve adhesion and staying power.

The application techniques are the same for all polishes, base coats, and top coats. Apply thin, even coats to create maximum smoothness and minimum drying time. When you have completed the polish application, the nail should look smooth, evenly polished, and shiny.



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▲ **Figure 25–23**
Buffing a male client's nails.

PROCEDURE 25-7 Polishing the Nails

SEE PAGE 835

A Man's Manicure Service

Because men are becoming more and more interested in their grooming regimens, many are seeking services for hands and fingernails. A man's manicure is executed using the same procedures as described previously for the basic manicure, though you omit the colored polish and buff the nails with a high-shine buffer (**Figure 25–23**).

Most men tend to go longer between services and will need a little more work than women on their nails and skin. For male clients, a citrus- or spice-scented hand cream is recommended, rather than a flowery scent.

Men's Nail Shapes

Men usually prefer their nails shorter than women do. Round nails are the most common choice for male clients because of their natural appearance. Some men, however, prefer their nails really short, with only a small amount of free edge that is shaped according to the base of the nail plate (**Figure 25–24**). **LO6**



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▲ **Figure 25–24**
Round nails—the nails most men choose.

Men's Massage

Most men enjoy the massage portion of the manicure and want a longer one! Usually men will want a firmer effleurage than women, but this does not mean a deep, sports-type massage—since you are not trained to perform that massage. It just means firmer finger movements on the palm and longer, firmer slides in your effleurage movements (Figure 25–25).

Most times, unless the hands are in very poor shape, you can give men a longer massage since polish time is not a factor.

Men's Basic Color: Clear

Men usually prefer buffed nails, clear gloss, or a dull, clear satin coating. This satin-coating nail polish finish is designed especially to help men protect their nails without having nails that appear too polished or feminine (Figure 25–26). Although a man may rarely want a shiny top coat or colored nail polish on his nails, you should always discuss his preferences during the client consultation.

You must prepare the nails for polish (remove oils and debris) carefully because peeling or chipping gloss is very annoying to men. Use a base coat under clear to encourage staying power; clear without a base tends to peel. Apply a thin base coat and then one thin coat of clear and a quick-drying top coat or just one coat of base and a satin clear.

Always ask for the next appointment and suggest having a pedicure with the manicure. Most men enjoy pedicures!

Marketing to Men

Since most men are new to professional nail care, include on your service menu and your website a brief written description of what is included in the service and a rundown of the benefits. To target men, you may also want to distribute flyers at local athletic gyms and stores, or other places where men gather. Gift certificates sold to your female clients for their boyfriends and husbands are great marketing tools.

To make men feel more at home in your chair, have men's magazines on hand and be careful that your decor is unisex. Staying open later or opening earlier on chosen days makes it easier for your male clients to schedule appointments. Many salons and spas also have a weekly or biweekly men's night, with no women allowed, so male clients can come in without being among women.



▲ Figure 25–25
Beginning a massage.



▲ Figure 25–26
Most men prefer buffed nails, clear gloss, or a dull, clear coat.

Massage

Massage is the manipulation of the soft tissues of the body. It is an ancient therapeutic treatment to promote circulation of the blood and lymph, relaxation of the muscles, and relief from pain. It also has many other benefits. A hand and arm massage, a manicuring specialty, is a service that can be offered with all types of manicures. It is included in all spa manicures, and can be performed on most clients.

STATE REGULATORY ALERT

In a few states, your cosmetology license does not permit you to perform a hand or foot massage. Be guided by your instructor concerning your state's mandatory requirements and procedures for massage during nail services.

A massage is one of the client's highest priorities during the manicure, and often it is the most memorable part of the manicure. Most clients look forward to the soothing and relaxing effects. The massage manipulations should be executed with rhythmic, long, and smooth movements, and you should always have one hand on the client's arm or hand during the procedure.

Hand and arm massages are optional during a basic manicure, but it is to the advantage of the cosmetologist to incorporate this special, relaxing segment of a manicure because it is many clients' favorite part of the service.

General Movements

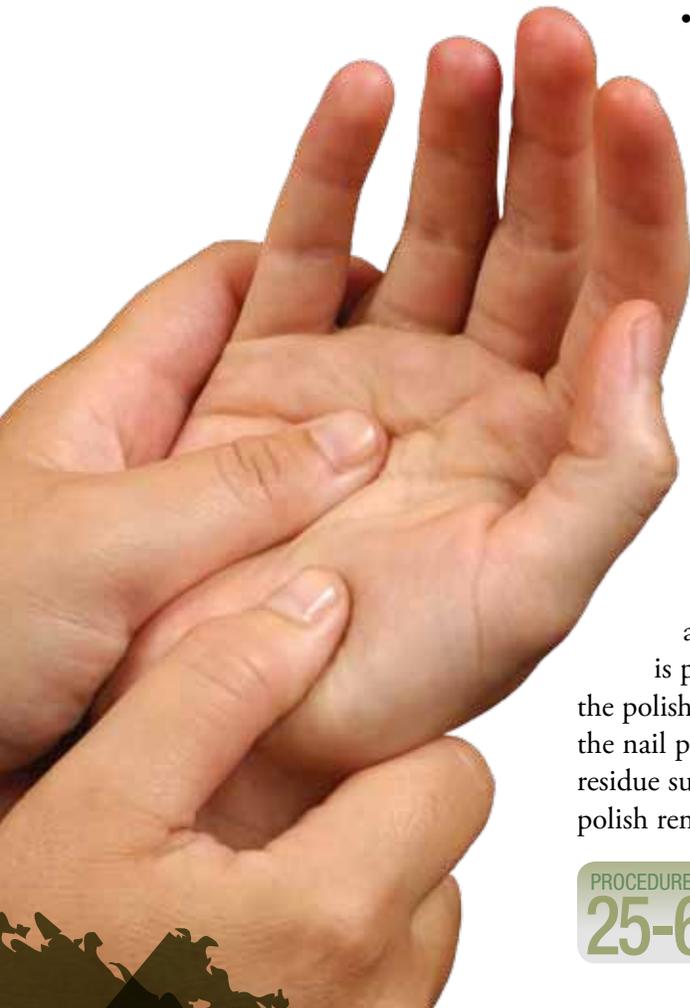
Massage is a series of movements performed on the human body that, in combination, produce relaxation or treatment.

The following movements are usually combined to complete a massage:

- Effleurage (EF-loo-rahzh) is a succession of strokes in which the hands glide over an area of the body with varying degrees of pressure or contact.
- Pétrissage (PEH-treh-sahz) or kneading is lifting, squeezing, and pressing the tissue.
 - Tapotement (tah-POT-ment) is a rapid tapping or striking motion of the hands against the skin.
 - Vibration is a continuous trembling or shaking movement applied by the hand without leaving contact with the skin.
 - Friction incorporates various strokes that manipulate or press one layer of tissue over another.

The pressure and manipulation of the tissues and muscles vary with each type of movement. Keep in mind that pétrissage and friction are used by massage therapists for therapeutic purposes, and these movements can be painful, even dangerous, when performed by someone without the proper training. The purpose of massage in manicuring is the inducement of relaxation. For that reason, effleurage is the movement that should be perfected, varied, and expertly used. In the traditional manicure, the massage is performed after the basic manicure procedures, right before the polish application. After performing a massage, it is essential that the nail plate be thoroughly cleansed to ensure that it is free from any residue such as oil, cream, wax, or lotion. You can use alcohol or nail polish remover to cleanse the nail plate. **LO7**

PROCEDURE **25-6** Hand and Arm Massage SEE PAGE 831



Spa Manicures

Spa manicures are fast becoming much-requested and desired salon services, but they require more advanced techniques than basic manicures. Nail professionals who advance their education and knowledge of spa manicures and their specialized techniques will not only make their clients happy, but also may find that these manicures are very lucrative.

Spa manicures require extensive knowledge not only of nail care, but of skin care as well. Many spa manicures are exceptionally pampering, while others target specific results through the use of advanced skin care–based methods. Most spa manicures include a relaxing massage, and all spa manicures include some form of exfoliation for not only polishing and smoothing the skin, but also for enhancing penetration of professional products.

Spa manicures designed for relaxation may have unique and distinctive names that describe the treatment. For example, “The Rose Garden Rejuvenation Manicure” may incorporate the use of products containing rose oils and may use rose petals for ambiance.

The results-oriented spa manicures, sometimes known as “treatment manicures,” often have names that closely represent their purpose. “The Anti-Aging Manicure” may incorporate the use of an alpha hydroxy acid–based product for exfoliation and skin rejuvenation. “The Scrub Manicure” will probably exfoliate callused skin. Many spa manicures have more imaginative names, such as “Spot-Be-Gone,” for a manicure designed to lighten age spots. Treatment manicures require further training to produce safe and obvious results. To learn about this and other specialty manicures, see *Spa Manicuring for Salons and Spas* by Janet McCormick, published by Milady, a part of Cengage Learning.

Many clients now base their cosmetic and service decisions on lifestyle choices, such as preferring all-natural products. These clients will seek out spa manicures that meet their needs, and they may ask about the ingredients in the products you are using. In order to know how to answer these questions, you must know whether your product lines make all-natural claims.

The reality is, despite what the product marketing implies, few all-natural products are commercially available and virtually none are chemical-free.

One natural alternative is to mix your own products from fresh ingredients. If you choose to create your own fresh products, you may want to make a small batch for each procedure or per day, because they can spoil very quickly and may require refrigeration in the salon.



Some clients may ask for products that are chemical-free. The truth is that no products are or can be chemical-free—even air and water contain chemicals!

When faced with clients who feel strongly about their beliefs and knowledge—whether their information is correct or not—know your product line and its claims, and offer clients the information so they can make informed decisions.

did you know?

A newly developed dry manicure eliminates the soak, using lotion and heated mitts to soften the skin and cuticles.

Additional techniques that may be incorporated into a spa manicure consist of aromatic paraffin dips, hand masks, and warm moist-towel applications. When performing any advanced procedures that include oils or cosmetics, always check with your client regarding aroma preferences and allergies. ✓ **LO8**

Theme Manicures

Many salons and spas have developed services around themes. The entire service contains products—from lotions to oils to masks—that support the theme the salon has chosen, and some salons even serve clients themed refreshments during the service (Figure 25–27).

Examples might include the “Chocolate Wonder Manicure and Pedicure” or the “Pumpkin Fall Festival Manicure and Pedicure.” The names and themes of these kinds of services are limited only by your imagination. Let yours go wild and have fun developing these well-received manicures and pedicures. Clients love them!



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▲ **Figure 25–27**
Relaxed client during a spa manicure.

Aromatherapy

In the 1870s, Professor René Maurice Gattefossé, a French scientist, discovered the therapeutic use of essential oils, which are inhaled or applied to the skin. These oils are used in manicures, pedicures, and massages to induce such reactions as relaxation or invigoration, or to simply create a pleasant fragrance during the service. Many clients enjoy the various aromas, so when it is appropriate, incorporate aromatherapy into your nail services.

The practice of aromatherapy involves the use of highly concentrated, nonoily, **essential oils** that are extracted using various forms of distillation from seeds, bark, roots, leaves, wood, and/or resin of plants. Each part of these resources produces a different aroma. For instance, the needles, resin, and wood of a Scotch pine tree all yield a different aroma and, therefore, a different response from the target person. The use of essential oils is limited only by the knowledge of the person controlling their application.

Performing aromatherapy requires study and expert use of the knowledge gained. The oils are very powerful and can produce actual changes in the client. In some countries, the oils are considered medicines and are only prescribed by physicians. Therefore, unless a cosmetologist is prepared to study these oils in-depth, he or she should use blended oils, those that are already mixed and tested, and apply them only as directed.

✓ **LO9**



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Paraffin Wax Treatments

Paraffin wax treatments are designed to trap moisture in the skin while the heat causes skin pores to open. Besides opening the pores, heat from the warm paraffin increases blood circulation. This is considered to be a luxurious add-on service and can be safely performed on most clients (**Figure 25–28**). Be sure to examine the client's intake form during the client consultation to identify any contraindications to wax or the heat involved in the service and to discuss any additional precautions that should be taken for clients with health factors or risks, such as diabetes or poor circulation.

Paraffin is a petroleum by-product that has excellent sealing properties (barrier qualities) to hold moisture in the skin. Special heating units melt solid wax into a gel-like liquid and maintain it at a temperature generally between 125 and 130 degrees Fahrenheit. When using this treatment, only use the equipment that is designed specifically for this use. Never try to heat the wax in anything other than the proper equipment. This can be very dangerous and may result in painful skin burns or a fire.

If proper procedures are followed, paraffin will not adversely affect nail enhancements or natural nails. A paraffin wax treatment may be offered before a manicure, during a manicure, or as a stand-alone service. Be guided by your instructor and your state regulations, because some states require the service to be performed before the manicure.



▲ **Figure 25–28**
Paraffin treatment is a luxury service, as well as a treatment for dry skin.

PROCEDURE 25-8 Paraffin Wax Treatment

SEE PAGE 837 **LO10**

Before a Manicure

Performing the paraffin wax treatment before beginning a manicure has advantages:

- It allows the client to have her nails polished immediately at the end of the manicure service.
- It is a way to pre-soften rough or callused skin.

Read and follow all operating instructions that come with your paraffin heating unit. Generally, you should avoid giving paraffin treatments to anyone who has impaired circulation or skin irritations such as cuts, burns, rashes, warts, or eczema. Senior citizens and chronically ill clients may be more sensitive to heat because of medications or thinning of the skin. In these cases, ask the clients to bring their physician's permission prior to having a paraffin treatment.

A patch test for heat tolerance can be performed on all clients the first time they have the service. Place a small patch of wax on the client's skin to see if the temperatures can be tolerated.

did you know?

Blended oils are usually mixed to target a particular response from the client, such as relaxation or increased energy. These oils are safe and easy to use by persons who have not studied aromatherapy in-depth and are usually added to such products as massage lotion, body lotion, and masks. These aromas and products are designed to provide maximized results and greater enjoyment for clients.



▲ Figure 25–29
Airbrush nail art.

▲ Figure 25–30
3-D nail art.

During A Manicure

Many salons and spas have developed manicures that include specialized and additional treatments, such as masks and paraffin wax that are performed after the massage and before polishing.

Stand-Alone Service

Many clients enjoy a paraffin treatment. This service can be on the menu with its own price, because clients like the way a paraffin treatment makes their skin feel. The heat provides pain relief for those with arthritis. When the temperature is cold outside, many clients remember the warm feeling the paraffin provides and will book an appointment or drop in for a dip.



▲ Figure 25–31
Complex nail art.

Nail Art

Many clients love the application of artistic designs on their nails (nail art). The techniques are fun to apply and are only limited by your imagination. Nail art techniques include free-hand designs, airbrush (Figure 25–29), glue-on, and even 3-D (Figure 25–30). They range from simple to complex (Figure 25–31) and from portrait to modern design.

Only the Beginning

During your time in school it is important that you learn the basic procedures of nail technology, as well as the importance of proper cleaning, disinfection, and other skills necessary for ensuring client safety and enjoyment during nail procedures.

Advanced techniques in manicuring may be learned from your instructor or by attending advanced nail care seminars, reading trade magazines, and attending beauty shows. Advanced skill and information books are available from Milady, a part of Cengage Learning. *Spa Manicuring for Salons and Spas* by Janet McCormick will enhance your knowledge of manicures and pedicures.

Business Tip

It is important that you never stop learning about new innovations and continue to seek out information about your industry. Things change, and the wise cosmetologist studies and changes along with the world of cosmetology to remain on the cutting edge.

PROCEDURE 25-1

Pre-Service Procedure

A. Cleaning and Disinfecting



1

1 It is important to wear gloves while performing this pre-service to prevent possible contamination of the implements by your hands and to protect your hands from the powerful chemicals in the disinfectant solution.



2

2 Rinse all implements with warm running water, and then thoroughly wash them with soap, a nail brush, and warm water. Brush grooved items, if necessary, and open hinged implements to scrub the area.



3

3 Rinse away all traces of soap with warm running water. The presence of soap in most disinfectants can cause them to become inactive. Soap is most easily rinsed off in warm water. Hotter water will not work any better. Dry implements thoroughly with a clean or disposable towel, or allow them to air-dry on a clean towel. Your implements are now properly cleaned and ready to be disinfected.



4a



4b

4 It is extremely important that your implements be completely clean before you place them in the disinfectant solution. If they are not, your disinfectant may become contaminated and rendered ineffective. Immerse cleansed implements in an appropriate disinfection container holding an EPA-registered disinfectant for the required time (usually ten minutes). Remember to open hinged implements before immersing them in the disinfectant solution. If the disinfectant solution is visibly dirty, the solution has been contaminated and must be replaced immediately. Make sure to avoid skin contact with all disinfectants by using tongs or by wearing disposable gloves.

25-1 Pre-Service Procedure continued

5 Remove implements, avoiding skin contact, and rinse and dry tools thoroughly.

6 Store disinfected implements in a clean, dry container until needed.



7 Remove gloves and thoroughly wash your hands with liquid soap, rinse, and dry with a clean fabric or disposable towel. ✓ **LO11**



8 Clean and then disinfect manicure table and drawer with an appropriate EPA-approved disinfectant.

B. Basic Table Setup



9 Wrap your client's arm cushion, if used, with a clean terry cloth or disposable towel. Place the cushion in the middle of the table so that one end of the towel extends toward the client and the other end extends toward you.



10 Ensure that your disinfection container is filled with clean disinfectant solution at least twenty minutes before your first service of the day. Use any disinfectant solution approved by your state board regulations, but make sure that you use it exactly as directed by the manufacturer. Also make sure that you change the disinfectant every day or according to the manufacturer's instructions. Completely immerse cleaned, reusable implements into the disinfection container for the required time.

11



11 Place the abrasives and buffers of your choice on the table to your right (if left-handed, place on the left).

12



12 Place the finger bowl filled with warm water and the manicure brush in the middle of the table, toward the client. The finger bowl should not be moved from one side to the other side of the manicure table. It should stay where you place it for the duration of the manicure.

13



13 If a metal trash receptacle with a self-closing lid is not available, tape or clip a plastic bag that can be closed securely to the right side of the table (if left-handed, tape to the left side). This is used for depositing used materials during your manicure. These bags must be emptied after each client departs to prevent product vapors from escaping into the salon air.

14



14 Place polishes to the left (if left-handed, place on the right).

15



15 The drawer can be used to store the following items for immediate use: extra cotton or cotton balls in their original container or in a fresh plastic bag, abrasives, buffers, nail polish dryer, and other supplies. Never place used materials in your drawer. Only completely cleaned and disinfected implements stored in a sealed container (to protect them from dust and recontamination) and extra materials or professional products should be placed in the drawer. Your drawer should always be organized and clean. ✓ **LO12**

C. Greet Client

16



16 Greet your client with a smile, introduce yourself if you've never met, and shake hands. If the client is new, ask her for the consultation card she filled out in the reception area.

17



17 Escort your client to the hand washing area and demonstrate the hand washing procedure for them on your own hands. Once you have completed the demonstration, hand your client a fresh nail brush and ask her to wash her hands.

18



18 Be sure that your towels look clean and are not worn. A towel with stains or holes will affect how your client feels about her service. A dirty towel can cause a client either to not come back or to report your salon to the state board.

19



19 Show your client to your work table, and make sure they are comfortable before beginning the service.

20



20 Discuss the information on the consultation card, and determine a course of action for the service.

Post-Service Procedure

A. Advise Clients and Promote Products



1 Proper home care will ensure that the client's nails look beautiful until he or she returns for another service (in seven to ten days).



2 Depending on the service provided, there may be a number of retail products that you should recommend for the client to take home. This is the time to do so. Explain why they are important and how to use them.

25-2 Post-Service Procedure continued

B. Schedule Next Appointment and Thank Client



3 Escort the client to the front desk to schedule the next appointment and to collect payment for the service. Set up the date, time, and services. Then write the information on an appointment card and give it to the client.



4 Before the client leaves the salon and you return to your station, be sure to thank her for her business.



5 Record on the client consultation card all service information, products used, observations, and retail recommendations. Then, file the form in the appropriate place.

C. Prepare Work Area and Implements for Next Client



6 Remove your products and tools. Then clean and disinfect your work area and properly dispose of all used materials.



7 Follow steps for disinfecting implements in the pre-service procedure. Reset work area with disinfected tools. **✓ LO13**

Proper Hand Washing

Hand washing is one of the most important procedures in your infection control efforts and is required in every state before beginning any service.

1 Escort the client to the wash station. Before beginning any service, explain the salon or spa's hand washing policy and why it is performed.



2 Turn the warm water on, wet your hands, and pump soap from a pump container onto the palm of your hand. Rub your hands together, all over and vigorously, until a lather forms. Continue in this manner for about twenty seconds and rinse.



3 Choose a clean nail brush, wet it, pump soap on it, and brush your nails horizontally back and forth under the free edges. Change the direction of the brush to vertical and move the brush up and down along the nail folds of the fingernails. The process for brushing both hands should take about sixty seconds to finish. Rinse hands in running water.



4 After your demonstration, give the client a clean nail brush and instruct her to wash her hands as well.

5 Hand the client a clean towel for drying hands, and inform the client what to do with the towel, or dry the client's hands using a clean cloth or paper towel according to the salon policies for hand drying.



6 After drying, turn off the water with the towel and then dispose of the towel.

7 Escort the client to the table while explaining that hand washing should be performed before every service.

Handling an Exposure Incident During a Manicure

Should you accidentally cut a client, calmly take the following steps:

**1**

1 Immediately put on gloves unless you already have them on and inform your client of what has occurred. Apologize and proceed.

**2**

2 Apply slight pressure to the area with cotton to stop the bleeding and then clean with an antiseptic.



3

3 Apply an adhesive bandage to completely cover the wound.



4

4 Clean and disinfect the workstation, as necessary.



5

5 Discard all disposable contaminated objects such as wipes or cotton balls by double-bagging (placing the waste in a plastic bag and then in a trash bag). Use a biohazard sticker (red or orange), or a container for contaminated waste. Deposit sharp disposables in a sharps box.



6

6 Remember, before removing your gloves, all tools and implements that have come into contact with blood or body fluids must be thoroughly cleaned and then completely immersed in an EPA-registered hospital disinfectant solution for ten minutes. Because blood can carry pathogens, you should never touch an open sore or wound with your bare hands.



7

7 Remove gloves and wash your hands with soap and warm water before returning to the service. ✓ **LO14**

Service Tip

Always remember to use the Universal Precautions established by the Occupational Safety and Health Administration (OSHA) when handling items exposed to blood or body fluids. (See Chapter 5, Infection Control: Principles and Practices.) Be guided by your instructor for your state's mandatory requirements and procedures for disinfecting any implements that have come into contact with blood or body fluids.

Implements and Materials

You will need all of the following implements, materials, and supplies on your manicuring table:

- Abrasive nail files and buffers
- Base coat
- Client's arm cushion
- Colored polish, enamel, lacquer, or varnish
- Cuticle removers
- Disposable or terry cloth towels
- Electric hand/foot mitts (optional)
- Finger bowl
- Gauze and cotton wipe container
- Hand creams and lotions
- Nail bleach
- Nail creams, lotions, and penetrating nail oils
- Nail hardener
- Nail polish dryers
- Polish remover
- Service cushion
- Supply tray (optional)
- Terry cloth mitts (optional)
- Top coat
- Trash containers
- Ultraviolet or electric nail polish dryer (optional)
- Wooden pusher

Performing a Basic Manicure

Preparation

- Perform **PROCEDURE 25-1 Pre-Service Procedure** **SEE PAGE 817**

Procedure



- 1** Begin with your client's left hand, little finger. Saturate cotton ball, gauze pad, or plastic-backed cotton pad with polish remover. Hold the saturated cotton on each nail while you silently count to 10. The old polish will now come off easily from the nail plate with a stroking motion, moving toward the free edge. Use a confident, firm touch while removing the polish. Continue until all traces of polish are gone.

Complete removal of the polish from the previous manicure is important to client satisfaction. It may be necessary to wrap cotton around the tip of a wooden pusher and use it to clean polish away from the nail fold area. After removal, look closely at the nails to check for abnormalities that could have been hidden by the polish.



2 Using your abrasive board, shape the nails as you and the client have agreed. Start with the left hand, little finger, holding it between your thumb and index finger. Do not use less than a medium-grit (180) abrasive file to shape the natural nail. File from one side to the center of the free edge, then from the other side to the center of the free edge. Never use a sawing back and forth motion when filing the natural nail, as this can disrupt the nail plate layers and cause splitting and peeling. To lessen the chance of developing ingrown nails, do not file into the corners of the nails. File each hand from the little fingernail to the thumb.

CAUTION

Always file the nails in a manicure before they are soaked, as water will absorb into the nail plate, making it softer and more easily damaged during filing.



3 After filing the nails on the left hand, and before moving on to the right hand, place the fingertips of the left hand in the finger bowl to soak and soften the eponychium (living skin on the posterior and sides of the nail) and cuticle (dead tissue adhered to the nail plate) while you file the nails on the right hand. When finished with filing of the right hand, remove the left hand from the soak and place the fingertips of the right hand in the finger bowl.



4 Brushing the nails with a nail brush removes service debris from the nail surface. After filing the nails on the right hand, remove the left hand from the soak, holding it above the finger bowl, brush the fingers with your wet nail brush to remove any debris from the fingertips. Use downward strokes, starting at the first knuckle and brushing toward the free edge.



5 Dry the hand with a towel designated as this client's service towel. As you dry, gently push back the eponychium with the towel. Now place the right hand in the soak.

Service Tip

If the nails need to be shortened more than the depth of routine filing, they can be cut with nail clippers, clipping from the sides toward the center of the nails to prevent stress to the sides and possible splitting. This clipping will save time during the filing process. File the free edge after using the nail clipper to perfect the shape.

25-5 Performing a Basic Manicure continued



6 Use a cotton-tipped wooden or metal pusher or cotton swab to carefully apply cuticle remover to the cuticle on each nail plate of the left hand. Do not apply this type of product on living skin as it can cause dryness or irritation. Spread evenly on the nail plate. Cuticle removers soften skin by dissolving skin cells, so they are inappropriate for contact with the living skin of the eponychium. Typically, these products have a high pH (caustic) and are irritating to the skin.



7 After you allow the product to set on the nail for the manufacturer's recommended length of time, the cuticle will be easily removed from the nail plate. Use your wooden pusher or the inside curve of a metal pusher to gently push and lift cuticle tissue off each nail plate of the left hand.

Service Tip

To stabilize the hand that is holding the pusher, balance your pinky finger on the hand that is holding the client's finger. This will allow you to have total control while working with the implement (Figure 25–32).



▲ Figure 25–32
Correct hold.



8 Use sharp nippers to remove any loosely hanging tags of dead skin (hangnails). Never rip or tear the cuticle tags or the living skin, since this may lead to infection.



9 Carefully clean under the free edge using a cotton swab or cotton-tipped wooden pusher. Take care to be gentle, as cleaning too aggressively in this area can break the hyponychium seal under the free edge and cause onycholysis. Remove the right hand from the finger bowl, dry the finger bowl, and set it aside.

10 Brush the left hand over the finger bowl one last time to remove bits of debris and traces of cuticle remover. (During this time, the client can be sent to the sink to wash the nail plate with a nail brush.) It is important that all traces of cuticle remover are washed from the skin because remnants can lead to dryness and/or irritation. Instruct the client to rest the left hand on the table towel.

11 Repeat steps 5 through 10 on the right hand.

STATE REGULATORY ALERT

State regulations do not permit cosmetologists to cut or nip living skin.

12 If the client's nails are yellow, you can bleach them with a nail bleach designed specifically for this purpose. Apply the bleaching agent to the yellowed nail with a cotton-tipped wooden pusher. Be careful not to apply bleach on your client's skin because it may cause irritation. Wear gloves while bleaching the nails.

Repeat the application if the nails are extremely yellow. You may need to bleach certain clients' nails several times during several services because all of the yellow stain or discoloration may not fade after a single service. If this is true, inform the client so he or she will not be disappointed in your work; suggest a series of treatments to address the problem. Surface stains are removed more easily than those that travel deep into the nail plate. In fact, yellow discoloration that penetrates deep into the nail plate will never be completely removed by nail bleaches. However, the yellowing can be improved. These products work best for surface stains (e.g., tobacco). Inform the client if his or her nails have deep staining that cannot be completely removed.



13 Use a three-way or four-way buffer to smooth out surface scratches and give the natural nail a brilliant shine.

14 Use a cotton-tipped wooden pusher, a cotton swab, or an eyedropper to apply nail oil to each nail plate. Start with the little finger, left hand, and massage oil into the nail plate and surrounding skin using a circular motion.



15 To remove any rough edges on the free edges, bevel the underside of the free edge. Hold a medium-grit abrasive board at a 45-degree angle to the underside of the nail and file with an upward stroke. This removes any rough edges or cuticle particles. A fine-grit abrasive board or buffer may be preferable for weak nails.

16 Apply massage lotion or oil and follow hand and arm massage procedure.

PROCEDURE
25-6 Hand and Arm Massage SEE PAGE 831

CAUTION

When buffing the nail plate, applying excessive pressure or buffing too long can generate excessive and painful heat on the nail bed. This can lead to onycholysis and possible infection. If your client is feeling heat or burning, lighten the pressure, lower the speed of the buffing, and buff fewer times between raising the buffer from the surface.

25-5 Performing a Basic Manicure continued



17

17 After the massage, you must remove all traces of lotion or oil from the nail plate before polishing, or the polish will not adhere well. Use a small piece of cotton saturated with alcohol or polish remover as though you were removing a stubborn, red nail polish. Do not forget to clean under the free edge of the nail plate to remove any remaining massage lotion. The cleaner you get the nail plate, the better the polish will adhere.

18 Most clients will have their polish already chosen before or during the consultation. If not, ask them to choose a color.

19 Always apply a base coat to keep polish from staining the nails and to help colored polish adhere to the nail plate. Nail strengthener/hardener is an option you may recommend for a treatment if the client's nail plates are thin and weak. Apply this before the base coat if the client requests this treatment.

PROCEDURE

25-7

Polishing the Nails

SEE PAGE 835



20

20 You've performed a beautiful, finished manicure.

Post-Service

PROCEDURE

25-2

Post-Service Procedure

- Complete

SEE PAGE 821

LO15

Hand and Arm Massage

Implements and Materials

In addition to the basic materials on your manicuring table, you will need the following supplies for the hand and arm massage:

- Massage lotion, oil, or cream

Service Tip

Before performing a hand and arm massage, make sure that you are sitting in a comfortable position and are not stretching or leaning forward toward your customer. Your posture should be correct and relaxed, and your feet should be parallel and flat on the floor. Sitting or working in an uncomfortable or strained position can cause back, neck, and shoulder injuries.

Preparation

- Complete **PROCEDURE 25-5 Basic Manicure** SEE PAGE 826

Procedure

- 1 Apply the massage lotion, oil, or cream and distribute to the client's arm. Enough should be applied to allow movement across the skin without resistance (skin drag). Skin drag is not comfortable for the client.
- 2 The following joint movements are usually performed at the start of the massage to relax the client.



- 3 At the beginning of the hand massage, place the client's elbow on a cushion covered with a clean towel or a rolled towel. With one hand, brace the client's arm in the wrist area with your nondominant hand. With your other hand, hold the client's wrist and bend it back and forth slowly and gently but with a firm touch, five to ten times, until you feel that the client has relaxed.



- 4 Lower the client's arm, brace the arm at the wrist with the left hand, and with your right hand (or dominant hand) start with the little finger, holding it at the base of the nail. Gently rotate fingers to form circles. Work toward the thumb, about three to five times on each finger.

25-6 Hand and Arm Massage continued



5

5 Place the client's elbow on the cushion or towel near the center of the table and your elbows on the table at the sides of the client's elbow. With your thumbs in the client's palm, rotate them in a circular movement in opposite directions. The circular movements should start from the bottom, center of the hand and move out, up, and across the underside of the fingers, then back down to the bottom, center, in a smooth pattern of altering movements of each thumb over the palm. This pattern becomes rhythmic and relaxing. You can feel the client's hands relax as you perform these movements.

Service Tip

Be sure to hold the client's hand or arm loosely without too much restraint during the massage. A firm but gentle, slow, and rhythmic movement in a predictable routine is the key to a relaxing massage. Moving quickly sends the message to the client that you are hurrying to get the massage over and do not care about providing a good service.

6a Hold the client's hand gently at the wrist with your nondominant hand and place the palm of your other hand on the back of the client's hand just behind the fingers. Press lightly and move towards the wrist, lift slightly, and move back to the original position and perform the movement. Perform the movement three to five times gently with the palm wrapped warmly around the back of the hand. It is important that enough massage cream, lotion, or oil is on the surface to reduce drag on the skin. Effleurage movements must be smooth and gentle, even predictable, to induce relaxation. After performing the relaxation movements, move to the following effleurage movements.



Before performing a service that includes a hand and/or arm massage, consult the client's consultation card or intake form. During the consultation acknowledge and discuss any medical condition your client listed that may be contraindicated for a massage. If they have not discussed massage with their physician, encourage them to do so before performing the service.

Many clients who have high blood pressure (hypertension), diabetes, or circulatory conditions may still have hand and/or arm massage without concern, especially if their condition is being treated by a physician. Hand and/or arm massage is, however, contraindicated for clients with severe, uncontrolled hypertension. Avoid using vigorous or strong massage techniques on clients who have arthritis. Do not talk to your client during the massage except to ask once whether your touch should be more or less firm. Talking disturbs the relaxation therapy of the massage.

When making decisions about whether to perform a massage on a person who has a medical condition, be conservative. When in doubt, don't include massage as part of your service.

6b

6b Perform the transition movement and then move to the fingers. Now, holding the hand with your nondominant hand, move to the finger tip. Hold each finger with your palm down and the thumb on one side of the finger, the inside of the knuckle of the index finger holding the other side. Gently move the finger back, sliding slowly towards the hand, then turn your hand over completely, moving the thumb to the other side of the finger, your palm up. Then return to the tip, gently pulling the finger. Turn the hand over, back to the original position, and push towards the back of the finger again. Repeat three to five times, then at the fingertip, move the thumb to under the fingertip, the arch of the index finger over the top of the nail plate, and gently squeeze and pull off the finger. Now, move to the next finger. Perform this movement on all fingers the same number of times, moving from small fingers to thumbs. This concludes the hand massage usually performed in the basic manicure, though the last movement of the arm massage is also performed at the end of this massage. It is not if the massage is continuing with an arm massage. Then, it is performed at the end of the arm massage.

7a Now holding the wrist firmly but gently, glide your hand up the arm from wrist to elbow with your palm and fingers on the skin; be certain enough lotion is on the skin to allow a smooth glide of the hand. Cup your movement fingers around the arm, moving up with slight pressure on the skin with your fingers, thumb, and palm to induce relaxation, then move back to the wrist area with a lighter pressure on the skin. Perform this gliding several times. When finishing a movement each time at the top of the arm, rotate the hand to the underside of the arm while pulling the hand back towards you.

7b Now move to the underarm and perform the same movement. When performing the movement on the underarm, press forward, then at the end release the pressure, gently rotate the hand to the top of the arm, and pull it lightly back toward the hand.

7c

7c Apply lotion on the palm of one of your hands, then apply to the elbow while holding the arm bent and up gently with the other (cupping the elbow). Glide the palm of the hand over and around the elbow to allow moisturization. Take care to be very gentle. Perform the movement for ten to twenty seconds, gently and slowly. Take care not to hit the nerve in the elbow that often is referred to as “the funny bone” as it can be very painful to the client.

Service Tip

If more cream, oil, or lotion is needed during the massage, always leave one hand on the client's hand or arm and retrieve more product with the other. Having your product in a pump container facilitates this important massage technique.

25-6 Hand and Arm Massage continued

7d

7d Last, holding the hand with your nondominant hand, move to the finger tip, and with your thumb on top and pointer finger below, gently grab and pull the finger down to the tips.

7e

7e After the finger pulls are performed, lay both of the client's hands palms down on the table, cover them with your own hands, palms down on them, and gently press them. Then, as your hands lay on the client's hands, gently, with a light-as-a-feather touch, pull your fingers from the back of the client's hands down the fingers and off the tips of the fingers. Perform two to three times. The client learns quickly this final movement, called "feathering off," is the end of the massage.

Service Tip

Perform the movements several times slowly and rhythmically on each hand or arm and repeat because this is relaxing to the client. Perform the full massage on one arm—palm, back of hand, arm—repeating the gliding movements on each arm several times with transition movements in between. Now, move to the other hand/arm, starting over in the routine you have developed.

CAUTION

Take care not to press or move with pressure over the bones of the arms as this can be quite painful.

Polishing the Nails

Implements and Materials

In addition to the basic materials on your manicuring table, you will need the following supplies:

- Base coat
- Colored nail polish
- Top coat

Preparation

- Complete **PROCEDURE 25-5 Basic Manicure** SEE PAGE 826

Procedure

- 1** Be certain the client's nail plates are clean of oil and other debris. Before applying polish, ask your client to put on any jewelry and outerwear she may have taken off before the service and ask her to get car keys ready to avoid smudges to the freshly applied polish. Have the client pay for services also, to avoid smudging the polish later.
- 2** Polish the client's dominant hand first, apply base coat to cover the entire nail plate of all nails, making sure to use a thin coat. Begin with the pinky finger and work toward the thumb. Once completed, place the client's hand in a nail dryer while you polish the other hand. This will give the most-used, key-holding hand a head start in drying and reduce the likelihood of smudging.



- 3** When applying nail polish, remove the brush from the bottle and wipe the side of the brush away from you on the inside of the lip of the bottle to remove excess polish. You should have a bead of polish on the end of the other side of the brush large enough to apply one layer to the entire nail plate without having to re-dip the brush (unless the nail plate is unusually long or large). Hold the brush at approximately a 30- to 35-degree angle.

25-7 Polishing the Nails continued

Place the tip of the brush on the nail $\frac{1}{8}$ inch away from the cuticle area in the center of the nail. Lightly press the brush onto the nail plate, producing a slight fanning of the brush and then push it toward the eponychium to produce a rounded posterior edge to the polish. Leave a small, rounded area of unpolished nail at the back of the nail. Pull the brush toward the free edge of the nail, down the center.



4 Move to each side of the nail and pull in even strokes toward the nail tip.



5 After finishing the first coat of each nail, move the brush back and forth on the very end of the free edge, barely touching, to apply color to the edge. Use the same technique for every nail while applying the first coat of color.

6 When you return to apply the second coat, do not fan the brush and do not reapply to the tip. Just start at the base of the polish curve and move toward the free edge.

7 Apply an ample coat of top coat to prevent chipping and to give nails a glossy, finished appearance. Be sure to coat the free edge of the nail with top coat as well.



8 If you use a polish-drying top coat product, apply according to the manufacturer's instructions. After the application, ask the client to be seated at a separate table with her hands under a nail dryer or seat her comfortably away from your table. The drying time should be about ten minutes.



9 Beautifully polished nails. ✓ **LO16**

Paraffin Wax Treatment

Implements and Materials

In addition to the basic materials on your manicuring table, you will need the following supplies:

- Moisturizing lotion or penetrating oil
- Paraffin bath and heating unit
- Plastic wrap
- Plastic, terry cloth, or warming (electric) mitts

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Preparation

- Perform **PROCEDURE 25-1 Pre-Service Procedure** **SEE PAGE 817**
- Perform **PROCEDURE 25-3 Proper Hand Washing** **SEE PAGE 823**

Performing a Paraffin Wax Treatment before a Manicure



1 Check the hands carefully for open wounds, diseases, or disorders. It is not appropriate to apply heat to clients with abnormal skin conditions. If it is safe to perform the procedure, ensure the client's hands are clean and continue with the service.



2 Apply moisturizing lotion or penetrating oil to client's hands and gently massage into the skin.

3 Test the temperature of the wax.

25-8 Paraffin Wax Treatment continued



4 Prepare the client's hand for dipping into the paraffin by placing the palm facing down with the wrist slightly bent and the fingers straight and slightly apart.



5 Dip the first hand into the wax up to the wrist for about three seconds. Remove. Allow the wax to solidify some before dipping again.



6 Repeat the dip process three to five times on each hand to coat the skin.



7 Wrap the hands in plastic wrap or insert into plastic mitts designed for this purpose. Then put them into terry cloth or warming (electric) mitts. Allow the paraffin to remain on the hands for approximately five to ten minutes.

8 Repeat steps 5 through 7 on the other hand.



9 To remove the paraffin, turn the plastic cover under at the wrist and peel away at the wrist. The wax will easily come off as you gently pull the cover down the hand to the fingertips. The paraffin removed from the hands will collect in the plastic cover.

10 Properly dispose of the used paraffin.

11 Begin the manicuring procedure. For many clients who opt to have a paraffin wax treatment before the manicure, soaking is not necessary because the paraffin treatment has already softened the skin sufficiently.

✓ **LO17**

Performing a Paraffin Wax Treatment During a Manicure

- 1** Perform the basic manicure up to the completion of the massage.
- 2** Apply a hydrating lotion on one hand and briefly rub it into the hand.
- 3** Apply the paraffin with your method of choice.
- 4** Cover the hand with a plastic bag or wrap, then a terry cloth or heated mitt.
- 5** Repeat steps 1 through 4 on the other hand. Allow the client to relax for five to ten minutes.
- 6** Remove the paraffin mitt and rub in the remaining lotion.
- 7** Remove any remaining oils or lotions from the nail plate. Use alcohol or polish remover on a cotton-tipped wooden stick or a cotton ball. Do not allow the alcohol or polish remover on the skin, or the benefits of the treatment will be lessened by the drying effects of these solvents.
- 8** Polish or clear coat nails, according to client's request.

Performing a Paraffin Wax Treatment as a Stand-Alone Service

- For applying paraffin wax as a stand-alone service, the client must wash her hands. Then you can follow the same steps for Performing a Paraffin Wax Treatment Before a Manicure.

- Complete **PROCEDURE 25-2 Post-Service Procedure** **SEE PAGE 821**

STATE REGULATORY ALERT

Once paraffin wax is used on a client it becomes contaminated and therefore should never be reused!

Service Tip

If a client is uncomfortable about dipping her hands into the wax bath, there are other ways to apply the wax that will allow it to perform well. Consider the methods below:

- Place about a half cup of paraffin in a plastic bag and insert the client's hand. Then move the wax around the hand, covering the surface.
- Wrap the hands with paraffin-soaked cheesecloth or paper towels. Begin by dipping the cloth into the paraffin bath and allowing the excess paraffin to drip off in the bath. Then, press each piece around the hands until completely covered. Cover the wrap with plastic mitts or plastic wrap.
- Spray paraffin on the hands; then place them in plastic mitts or plastic wrap.
- Purchase one-time-use commercial gloves that heat and have paraffin in them. Merely insert the hands, and the paraffin will heat to become a paraffin mitt.

Review Questions

1. Name the four types of nail implements and/or tools required to perform a manicure.
2. What is the difference between reusable and disposable implements?
3. Why is it important for both the cosmetologist and the client to wash their hands before nail services?
4. Is a consultation necessary each time a client has a service in the salon? Why?
5. Name the basic nail shapes for women.
6. What is the most popular nail shape for men?
7. Which massage movements are most appropriate for a hand and arm massage? Why?
8. What is the difference between a basic manicure and a spa manicure?
9. How is aromatherapy used in manicuring services?
10. Explain the use and benefits of paraffin wax treatments in manicuring.
11. List the correct steps for cleaning and disinfecting nail implements and tools.
12. What is on the manicuring table when it is properly set up?
13. What are the steps in the post-service procedure?
14. What is an exposure incident? If an exposure incident occurs, what steps should be taken?
15. List the steps in the basic manicure.
16. How is nail polish applied properly?
17. What is the procedure for a paraffin wax hand treatment before a manicure?

Chapter Glossary

dimethyl urea hardeners	A hardener that adds cross-links to the natural nail plate. Unlike hardeners containing formaldehyde, DMU does not cause adverse skin reactions.
disposable implements	Also known as <i>single-use implements</i> ; implements that cannot be reused and must be thrown away after a single use.
essential oils	Oils extracted using various forms of distillation from the seeds, bark, roots, leaves, wood, and/or resin of plants.
fine-grit abrasives	240 grit and higher abrasives designed for buffing, polishing, and removing very fine scratches.
implements	Tools used to perform nail services. Implements can be reusable or disposable.
lower-grit abrasives	Boards and buffers less than 180 grit that quickly reduce the thickness of any surface.
medium-grit abrasives	180 to 240 grit abrasives that are used to smooth and refine surfaces and shorten natural nails.
metal pusher	A reusable implement, made of stainless steel; used to push back the eponychium but can also be used to gently scrape cuticle tissue from the natural nail plate.

Chapter Glossary

microtrauma	The act of causing tiny unseen openings in the skin that can allow entry by pathogenic microbes.
nail clippers	A reusable implement used to shorten the nail plate quickly and efficiently.
nail creams	Barrier products that contain ingredients designed to seal the surface and hold subdermal moisture in the skin.
nail oils	Products designed to absorb into the nail plate to increase flexibility and into the surrounding skin to soften.
nipper	A stainless-steel implement used to carefully trim away dead skin around the nails.
oval nail	A conservative nail shape that is thought to be attractive on most women's hands. It is similar to a squoval nail with even more rounded corners.
paraffin	A petroleum by-product that has excellent sealing properties (barrier qualities) to hold moisture in the skin.
pointed nail	Nail shape suited to thin hands with long fingers and narrow nail beds. The nail is tapered and longer than usual to emphasize and enhance the slender appearance of the hand.
protein hardeners	A combination of clear polish and protein, such as collagen.
reusable implements	Also known as <i>multiuse implements</i> ; implements that are generally stainless steel because they must be properly cleaned and disinfected between clients.
round nail	A slightly tapered nail shape; it usually extends just a bit past the fingertip.
Scope of Practice	The list of services that you are legally allowed to perform in your specialty in your state.
service sets	Sets of all the tools that will be used in a service.
square nail	A nail shape completely straight across the free edge with no rounding at the outside edges.
squoval nail	A nail shape with a square free edge that is rounded off at the corner edges.
wooden pusher	A wooden stick used to remove cuticle tissue from the nail plate (by gently pushing), to clean under the free edge of the nail, or to apply products.