SYLLABUS

DATE OF LAST REVIEW: 02/2013
CIP CODE: 12.0410
SEMESTER: Departmental syllabus
COURSE TITLE: Kansas State Law Nail Technology
COURSE NUMBER: NAIL0120
CREDIT HOURS: 1
INSTRUCTOR: Departmental syllabus
OFFICE LOCATION: Departmental syllabus
OFFICE HOURS: Departmental syllabus
TELEPHONE: Departmental syllabus
EMAIL: KCKCC issued email accounts are the official means for electronically communicating with our students.

PREREQUISITES: Meet requirements for Kansas Board of Cosmetology Apprentice License

REQUIRED TEXT AND MATERIALS: Please check with the KCKCC bookstore, http://www.kckccbookstore.com/, for the required texts for your particular class.

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

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

COURSE OUTLINE:

I. Kansas State Laws
   A. Laws relating to licensees and establishments
   B. Laws relating to the Kansas Board of Cosmetology

II. Kansas State Rules and Regulations
   A. Rules and Regulations relating to Infection Control
   B. Rules and Regulations relating to Exams, Licensure, Schools, Establishments and Inspections

EXPECTED LEARNER OUTCOMES:

A. The student will be able to discuss the laws as provided by the state of Kansas.
B. The student will be able to describe the rules and regulations relating to infection control.
C. The student will be able to describe the rules and regulations relating to examinations.
D. The student will be able to explain the rules and regulations relating to schools.
E. The student will be able to explain the rules and regulations relating to electrolysis apprentice.
F. The student will be able to describe the rules and regulations relating to establishments.
G. The student will be able to describe the rules and regulations relating to inspections.
H. The student will be able to explain the rules and regulations relating to cosmetology school course curriculums.

COURSE COMPETENCIES:

Upon successful completion of the course:

_The student will be able to discuss the laws as provided by the state of Kansas._

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

The student will be able to define the rules and regulations relating to infection control.
36. The student will be able to describe the rules and regulations regarding personal cleanliness.
37. The student will be able to explain the rules and regulations regarding communicable diseases and universal precautions.
38. The student will be able to explain the rules and regulations regarding towels, robes, and linens.
39. The student will be able to explain the rules and regulations regarding headrests, shampoo bowls, treatment tables, and sinks.
40. The student will be able to explain the rules and regulations regarding bottles and containers.
41. The student will be able to explain the rules and regulations regarding products.
42. The student will be able to explain the rules and regulations regarding instruments and supplies.
43. The student will be able to explain the rules and regulations regarding pedicure equipment.
44. The student will be able to explain the rules and regulations regarding disinfection of non-electrical instruments and equipment.
45. The student will be able to explain the rules and regulations regarding disinfection of electrical equipment.
46. The student will be able to explain the rules and regulations regarding sterilization of electrolysis instruments.
47. The student will be able to explain the rules and regulations regarding physical facilities.
48. The student will be able to explain the rules and regulations regarding prohibitions.

The student will be able to explain the rules and regulations relating to examinations.
49. The student will be able to explain the rules and regulations regarding examination application.
50. The student will be able to explain the rules and regulations regarding failure to appear.
51. The student will be able to explain the rules and regulations regarding grades necessary to pass examination.
52. The student will be able to explain the rules and regulations regarding failure of exam.

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

The student will be able to describe the rules and regulations relating to electrolysis apprentice.
66. The student will be able to explain the rules and regulations regarding electrology apprentice requirements.
67. The student will be able to explain the rules and regulations regarding application procedure.
68. The student will be able to explain the rules and regulations regarding student records.
69. The student will be able to explain the rules and regulations regarding student identification.

The student will be able to define the rules and regulations relating to establishments.
70. The student will be able to explain the rules and regulations regarding sale or change of ownership.
71. The student will be able to explain the rules and regulations regarding working outside an establishment.
72. The student will be able to explain the rules and regulations regarding display of sign.
73. The student will be able to explain the rules and regulations regarding establishment closing.
74. The student will be able to explain the rules and regulations regarding fees.
75. The student will be able to explain the rules and regulations regarding expiration dates for licenses.

The student will be able to explain the rules and regulations relating to inspections.
76. The student will be able to explain the rules and regulations regarding routine inspections.
77. The student will be able to explain the rules and regulations regarding inspection generated by a complaint.

The student will be able to describe the rules and regulations relating to cosmetology school course curriculums.
78. The student will be able to explain the rules and regulations regarding cosmetology training.
79. The student will be able to explain the rules and regulations regarding manicuring training.

ASSESSMENT OF LEARNER OUTCOMES:

Student progress is evaluated by means that include, but are not limited to, exams, written assignments, class participation and attendance. After 10 absences the student will be unable to receive a passing grade and will therefore be dismissed from the course.

SPECIAL NOTES:

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student’s progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.

Kansas City Kansas Community College offers equal educational opportunity to all students as well as serving as an equal opportunity employer for all personnel. Various laws, including Title IX of the Educational Amendments of 1972, require the college’s policy on non-discrimination be administered without regard to race, color, age, sex, religion, national origin, physical handicap, or veteran status and that such policy be made known.

Kansas City Kansas Community College complies with the Americans with Disabilities Act. If you need accommodations due to a documented disability, please contact the Director of the Academic Resource Center in Room 3354 or call (913) 288-7670 V/TDD.