

NYS DEPARTMENT OF STATE - DIVISION OF LICENSING SERVICES

ESTHETICS PRACTICAL EXAMINATION SUPPLY LIST

NYS Department of State, Division of Licensing Services, One Commerce Plaza,
PO Box 22001, Albany, NY 12201-2001

It is recommended that you pack your supplies in sealable plastic bags, grouped and labeled for each respective procedure. These supplies may remain in your transport bag or plastic storage container until they are needed to perform each procedure and as you are instructed (for your comfort, we suggest that you consider a rolling travel system). All implements/equipment should be disinfected/cleaned prior to packing. Supplies intended for single use should be new/unused. **Products that are not required to be in original containers must be labeled in English and may also be labeled in another language of choice.** (Note: All sharp implements MUST be transported in a rigid container labeled 'clean'. Used implements MUST be removed in a rigid container labeled 'dirty'.)

IMPORTANT: If you arrive at the examination site after the specified starting time, you will not be admitted into the examination and will forfeit the examination fee.

*****Please bring your own pen to sign into the examination*****

Mandatory COVID-19 Precaution checklist for exam candidates

- Do not appear for an exam if you meet any of the below:
 - Have a temperature greater than or equal to 100.0 degrees Fahrenheit.
 - Have had known close contact with a person confirmed or suspected to have COVID-19 in the past 14 days.
 - Have traveled within a state with significant community spread of COVID-19 for longer than 24 hours within the past 14 days. For a list of states currently under New York's travel advisory requiring a 14-day quarantine upon return, please visit: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>
 - Currently experiencing ANY of the following symptoms:
 - Cough (new or worsening);
 - Shortness of Breath (new or worsening);
 - Troubled Breathing (new or worsening);
 - Fever;
 - Chills;
 - Muscle Pain (new or worsening);
 - Headache (new or worsening);
 - Sore Throat (new or worsening); or
 - New Loss of Taste New Loss of Smell
 - Have tested positive for COVID-19 through a diagnostic test in the past 14 days.
- If you must reschedule your exam due to illness, email exams@dos.ny.gov to reschedule.
- Mannequins have replaced live models for this exam. Do not bring anyone with you to the exam site.
- Wear a face covering or mask to your exam. Face coverings are mandatory at exam sites.
- In addition to wearing a face covering or mask, you must wear eye goggles or a face shield while performing examination procedures.
- Maintain 6 feet from others when possible at an exam site.
- Be prepared to sanitize your hands before and after your exam. Hand sanitizer is provided by the exam site; you must bring your own hand sanitizer to use during the examination.
- Bring a sanitized pen with you to your exam.

Professional Appearance & Client (Model) Preparation:

PROFESSIONAL APPEARANCE

- Clean uniform, lab coat, scrub top, or smock (with $\frac{3}{4}$ sleeves or less; no long sleeves) must be worn; hair accessory to pull back hair if necessary
- Clean face covering or mask that completely covers the nose and mouth (*must be worn at all times while at the exam site*)
- Face shield or safety goggles (must be worn throughout the entire examination in addition to face covering)
- Disposable gloves (required for some procedures; optional when not required)

Suggestion: Avoid bringing or wearing items that associate you with a school, salon, or any other affiliation.

Reminder: For safety reasons, you are required to wear closed-toe shoes that cover the top of the foot.

CLIENT (MANNEQUIN) REQUIREMENTS/PREPARATION: ***No Live Models Allowed**

- Mannequin Head (with flat back) – flexible, soft plastic or rubber makeup mannequin is recommended (a table clamp will not be used); your mannequin does not need eyebrows or eyelashes to perform procedures
- You are not required to bring a mannequin that has shoulders; you should be able to demonstrate all required procedures on your mannequin head.**

Preparation of Work Area and Model (15 minutes)

- Water, labeled (may be in the original bottle or a spray bottle) – *to be used throughout exam*
- EPA-approved sanitizer solution in original, labeled packaging (liquid, spray, wipes, etc.) –
Note: Liquid sanitizer must be purchased premixed.
- Disposable paper towels (to dry workstation, line tray, etc.)
- Two large towels or two sheets (large enough to cover treatment bed down to end)
Note: Sheets may both be flat or one fitted and one flat.
- Towel (to cover top of treatment chair/bed)
- Head drape or head draping material (for mannequin)
- Spatula (required only if mannequin has a head of hair; for tucking mannequin's hair into head draping)
- Plastic bag large enough for disposables, labeled 'disposables/trash'
- Tape to secure trash bag to work area
- Spray-on implement sanitizer (or alcohol wipes) in original packaging (for exam purposes; to be used in case of implement contamination)
- Two (2) covered containers marked 'clean' and 'dirty': one for storing and transporting clean implements; one for transporting contaminated implements (*both containers MUST be labeled in English but may also be labeled in another language of choice*)
- Hand sanitizer containing 60% or more alcohol (in labeled, original bottle/dispenser or packet) – to be used throughout exam
- Battery-operated magnifying lamp (optional)* - Note: Shared magnifying lamps are provided.
- Small clock (optional)*

Removal of Superfluous Hair (15 minutes)

- Disposable protective gloves (minimum of 2 sets)
- Oil or cleansing cream (small amount needed to soften lip area prior to tweezing)
- Tweezers
- Mild antiseptic or witch hazel (to be used prior to waxing)
- Cotton balls/pads or dry wipes
- Two (2) muslin waxing strips (for upper lip)
- Disposable wooden spatulas (minimum of 8-10)
- Brow Mapping Tool (stick, spatula, etc.)

- Talcum powder/cornstarch or other appropriate powder for waxing procedure
- Small jar of honey (will be used to simulate a soft wax product)
- Soothing lotion/cream (to be used after waxing)

Facial (60 minutes)

NOTE: You may bring facial products for skin type of choice.

- Massage cream or oil
- Facial cleanser, skin toner or astringent, and day protection
- Facial treatment mask
- Spatulas (as needed)
- Roll of cotton or equivalent (i.e., cotton 4x4 wipes) torn into appropriate-sized pieces, pre-moistened and transported in a resealable plastic bag
- Two (2) small bowls (one will be used to hold cleansing pads; the second one is optional and may be used to hold cotton prior to discarding)
- Eye pads (6-8 or 3 sets) – to protect model's eyes from magnifying lamp (to be used during facial/analyzing, extraction, and treatment mask)
- Disposable protective gloves (2 sets)
- Disposable cleaning pads, cotton, cotton 4x4 wipes, or sponges
- Light Visor (optional)*

Make-Up Application (20 minutes) & Clean Up (10 minutes)

- Disposable brushes/applicators (lip, and eye) or set of new make-up brushes –
Note: Cotton may be used for powder and blush application rather than disposable applicators; brushes cannot be disinfected and MUST be single-client use only.
- Cotton and/or cotton swabs – optional (note: cotton swabs may be used for eyeshadow application)
- Disposable brow brush (may be a new, unused mascara wand)
- Pencil sharpener(s) – for eyebrow, lip, and eye liner
- Spatulas (as needed)

NOTE: All make-up products MUST be in original containers/packaging.

Make-up to include:

- Foundation
- Concealer
- Lip Color
- Lip Pencil
- Eyeshadow (at least two shades; one for highlighting or contouring)
- Eyeliner (mechanical pencils may NOT be used)
- Eyebrow Color
- Eyebrow Pencil – optional (may be used to draw eyebrow shape onto mannequin for filling with color)
- Cheek Color
- Face Powder

*You will not be required to perform a mascara application as eyelashes will not be applied to your mannequin.