



CR 86-10

State of Wisconsin

DEPARTMENT OF REGULATION & LICENSING

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Tommy G. Thompson
Governor

SEP 16 1987

Marlene A. Cummings
Secretary

3:30pm
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Bureau

1400 E. WASHINGTON AVENUE
P.O. Box 8935
MADISON, WISCONSIN 53708
608 266-2112

CERTIFICATE

STATE OF WISCONSIN)
) SS
COSMETOLOGY EXAMINING BOARD)

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Freddie A. Marsh-Lott, Director of the Bureau of Business and Design Professions, and custodian of the official records of the Bureau, do hereby certify that the annexed rules, relating to instructional hour and syllabus requirements in cosmetology schools, were duly approved and adopted by the Cosmetology Examining Board on July 27, 1987.

I further certify that said copy has been compared by me with the original on file in this board and that the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the board at 1400 East Washington Avenue, Madison, Wisconsin, this 16 day of September, A.D. 1987.

Freddie A. Marsh-Lott, Director
Bureau of Business & Design Professions
Department of Regulation & Licensing

FAL:jrb
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SEP 16 1937

STATE OF WISCONSIN
BEFORE THE COSMETOLOGY EXAMINING BOARD

Revisor of Statutes
Bureau

IN THE MATTER OF RULEMAKING : ORDER OF THE
PROCEEDINGS BEFORE THE : COSMETOLOGY EXAMINING BOARD
COSMETOLOGY EXAMINING BOARD : ADOPTING RULES

ORDER

AN ORDER to repeal and recreate C 2.12(3), to create C 2.12(4)(a) and (b), and to repeal and recreate C 2.13, relating to instructional hour and syllabus requirements in cosmetology schools.

Analysis prepared by the department of regulation and licensing.

ANALYSIS

In this order, requirements in s. C. 2.12(3), relating to requirements on the minimum number of hours of practical class instruction and the minimum number of assignments in demonstration of practical skill by cosmetology school students, and C 2.13, relating to the syllabus specified for cosmetology schools, are repealed and recreated to:

1. Revise the hours of practical instruction and the number of assignments required of cosmetology school students in response to changes in public demand for certain cosmetology services since the adoption of s. C 2.12(3) in 1977. In instances where demand for certain cosmetology services by the public has substantially decreased or increased, the number of hours of instruction and the number of assignments required to be performed have been adjusted accordingly. Also, the description of skills has been reorganized and revised to reflect the relative importance of a demonstration of proficiency in performing various aspects of each skill with respect to public health and safety. The rule interprets s. 458.02(3), Stats., relating to schools teaching cosmetology; curriculum; requirements; and, regulation, and s. 458.03(1), Stats., relating to standards governing schools teaching cosmetology.
2. Generalize the examining board's requirements for the syllabus required of cosmetology schools in s. C 2.13 to specify only those requirements for the syllabus necessary to ensure due consideration of public health and safety aspects in cosmetology training and thereby permit flexibility for schools to construct a syllabus that responds to students' and the public's needs in areas other than those relating to public health and safety. The rule interprets s. 458.02(3), Stats., relating to schools teaching cosmetology; curriculum; requirements; and, regulation, and s. 458.03(1), Stats., relating to standards governing schools teaching cosmetology.

TEXT OF RULE

Pursuant to authority vested in the cosmetology examining board in ss. 15.08(5)(b), 227.11, 458.02(3) and 458.03(1), Stats., the cosmetology

examining board hereby repeals, recreates and adopts rules, interpreting ss. 458.02(3) and 458.03(1), Stats., as follows:

SECTION 1. C 2.12(3) is repealed and recreated to read:

C 2.12(3) The course of instruction shall be divided to include 185 hours of theoretical classroom instruction and the minimum number of practical classroom hours of instruction and acceptable patron assignments as follows:

Subject	Minimum number of hours in practical class instruction	Minimum number of acceptable patron assignments to be completed during the <u>Clinical period of training</u>	
		Number assignments	Suggested time per assignment
Hair & scalp treatments	20	30	1/2 hour
Haircutting and shaping, including scissors, razor & clippers	65	100	3/4 hour
Shampooing	20	200	1/4 hour
Permanent waving	40	50	1-1/2 hours
Straightening	20		
Hairstyling, including dressing, fingerwaving, wig care, pin curling, roller placement and thermal styling	100	200	1 hour
Hair coloring and lightening	50	20	1-1/4 hours
Basic skin care, makeup, and arching	25	10	1 hour
Manicuring	20	30	3/4 hour
Safety & sanitation standards		Required in every assignment	

SECTION 2. C 2.12(4)(a) and (b) are created to read:

C 2.12(4) (a) The student shall demonstrate proficiency in each skill area of the subjects listed in subsec. (3).

(b) No more than 15% of the minimum number of patron assignments in subsec. (3) may be done on manikins.

SECTION 3. C 2.13 is repealed and recreated to read:

C 2.13 Competency list. A school shall provide instruction in all competencies listed in the syllabus in this section:

- (1) SAFETY AND SANITATION.
 - (a) Define safety and sanitation terminology.
 - (b) Explain bacteriology as it relates to spread of disease.
 - (c) Evaluate the operator's role in maintaining a safe and sanitary work environment.
 - (d) Describe the safe procedures for the use of electrical equipment.
- (2) PREPARE CLIENT FOR SERVICES.
 - (a) Explain the importance of communicating with clients.
 - (b) Identify diseases and disorders of scalp, hair, skin and nails.
 - (c) Specify the appropriate professional services based on clients' needs.
 - (d) Explain the need to recommend at-home maintenance.
- (3) ANATOMY AND PHYSIOLOGY.
 - (a) Define related terminology.
 - (b) Describe histology of the cell.
 - (c) Identify skeletal system structures and functions.
 - (d) Identify muscular system structures and functions.
 - (e) Identify nervous system structures and functions.
- (4) PRACTICE SCALP AND HAIR CARE.
 - (a) Define related terminology.
 - (b) Describe the procedures of shampooing and conditioning hair.
 - (c) Identify hair and scalp conditions requiring services.
 - (d) Identify safe and sanitary practices.
- (5) CUT AND SHAPE HAIR AND HAIRPIECES.
 - (a) Define related terminology.
 - (b) Explain the principles of hair cutting and describe their application.
 - (c) Explain the principles of hair styling and describe their application.
 - (d) Describe the use of hair cutting equipment.
 - (e) Identify safe and sanitary procedures.
- (6) SET AND STYLE HAIR.
 - (a) Define related terminology.
 - (b) Identify methodology for setting and styling hair using manual and mechanical procedures.

- (c) Identify safe and sanitary procedures.
- (7) CHEMICAL WAVING AND RELAXING HAIR.
 - (a) Define related terminology.
 - (b) Explain the chemistry of chemical waving and relaxing of hair.
 - (c) Describe chemical waves and relaxer techniques for hair.
 - (d) Identify safe and sanitary procedures.
- (8) COLORING AND LIGHTENING HAIR.
 - (a) Define related terminology.
 - (b) Specify the theory, practices and methods of coloring and lightening hair.
 - (c) Describe protective measures.
 - (d) Identify safety and hygiene.
 - (e) Identify required record keeping procedures.
- (9) MANICURING AND PEDICURING.
 - (a) Define related terminology.
 - (b) Identify the anatomy and function of nails.
 - (c) List procedure for basic manicure.
 - (d) Identify safe and sanitary procedures.
- (10) FACIALS AND MAKE-UP.
 - (a) Define related terminology.
 - (b) Identify the anatomy and function of skin.
 - (c) Identify facial features and skin conditions.
 - (d) Describe facial and make-up procedures.
 - (e) Specify techniques for removing unwanted hair.
 - (f) Identify safe and sanitary procedures.
- (11) RELATED KNOWLEDGE.
 - (a) Identify Wisconsin Cosmetology Law and Rules.
 - (b) Describe basic business procedures.
 - (c) Describe ethical, professional standards.

The rules repealed, recreated and adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22(1)(2), Stats.

Dated this 31st day of August, 1987.

By: Claudia Berry Miran
 Claudia Berry Miran, Chair
 Cosmetology Examining Board

RULES2-D
 8/31/87