Basic or Plain Facial

Equipment, Implements and Materials
Facial bed or chair, facial steamer, magnifying lamp, makeup tray, trolley for products and implements, waste bag, soiled bag.

- Two clean sheets or other covering
- Salon gown
- Headband or head covering
- Booties
- Cotton (roll, pads, swabs and pledgets)
- Gauze
- Towels
- Plastic bobby pins (optional)
- Spatulas
- Sponges
- Tissues
- Antiseptic lotion
- Astringent
- Cleansers and makeup removers
- Hand sanitizer
- Massage cream or lubricating oil
- Masks
- Moisturizers
- Sun protection products
- Tonic lotion

PREPARATION

0. SMA and table set up (equipment, all products and containers should be labeled), client consultation and record card
1. Sanitize your hands with soap and warm water before each client.
2. Greet the client in a friendly and professional way. This helps to put the client at ease.
3. Ask the client to remove any jewelry such as a necklace or earrings. Clients may wish to keep their handbags nearby during the facial.
4. Show the client to the dressing room and offer assistance if needed.
5. Facial bed preparation:
   - Facial chair must be checked for safety and operation.
   - Facial chair must be in upright position before seating client
     - Spray the disinfectant solution on the bed surface and around the edges.
     - After 3 minutes, put your gloves on and use the paper towels dry the bed.
     - Cover the bed with a clean sheet.
     - Place two clean towels on the top of the first sheet, across the back of the facial.
     - Place the second sheet on the top of the first sheet; overlap the towels about 2 inches.
6. Assist the client onto the facial bed (offer assistance if needed). Client must be reclined in a comfortable position. Ask or help client remove her/his shoes and put the booties on. Next, wrap client like a mummy, but not too tight, and tuck the coverlet around the feet; place a third towel on the client’s chest and fold the top edge of the towel over the sheet. Some salons provide disposable slippers that can be worn to and from the dressing room.
7. Drape the client’s head, following these steps:
   1. Drape client’s hair with one of the towel (T). The sides of the towel can be brought up to the center of the forehead to cover the hairline.
   2. Use a headband with a Velcro closure or a T-pin or a head band to hold the towel in place. Make sure that all strands of hair are tucked under the towel, that the earlobes are not bent, and that the towel is not wrapped too tightly.
8. Remove lingerie straps from a female client's shoulders if needed. Alternative method: if client is given a strapless gown to wear, tuck the straps into the top of the gown.
9. Review the client consultation card or client record card to determine the products and procedures to be used.
10. Sanitize your hands
PROCEDURE

0. Quick analyze the skin (without using the lamp) to confirm the products and procedures to be used.

1. Remove make up if needed. If your client wears makeup, use the following steps to remove it. If your client has no makeup, skip this part and proceed to Step 2.
   a. Apply a pea-sized amount of eye makeup remover to each of two damp cotton pads and place them on the client's closed eyes. Leave them in place for one minute. Meanwhile, apply another pea-sized amount of eye makeup remover to a damp cotton pad and gently remove the client's lipstick with even strokes from the corners of the lips toward the center. Repeat the procedure until the lips are clean.
   b. Now, remove the eye makeup in the same way, gently stroking down and outward with the cotton pad. Do one eye first, then the other. Repeat the procedure until the eyelids and lashes are clean.
   c. Ask the client to look up, and then remove any makeup underneath the eyes. Always be gentle around the eyes; never rub or stretch the skin, as it is very delicate and thin.

2. Apply cleanser
   a. Remove about a teaspoon of cleanser from the container with a clean spatula. Blend with your fingers to soften it.
   b. Starting at the neck with a sweeping movement, use both hands to spread the cleanser upward on the chin, jaws, cheeks, and the base of the nose to the temples and along the sides and the bridge of the nose. Make small circular movements with your fingertips around the nostrils and sides of the nose. Continue the upward sweeping movements between the brows and across the forehead to the temples.
   c. Take additional cleanser from the container with a clean spatula, and blend. Smooth down the neck, chest, and back with long, even strokes.
   d. Starting at the center of the forehead, move your fingertips lightly in a circle around the eyes to the temples and then back to the center of the forehead.
   e. Slide your fingers down the nose to the upper lip, from the temples through the forehead, lightly down to the chin, then firmly up the jaw line back toward the temples and forehead.

3. Remove the cleanser with facial sponges, tissues, moist cotton pads, or warm, moist towels. Start at the forehead and follow the contours of the face. Remove all the cleanser from one area of the face before proceeding to the next. Finish with the neck, chest, and back.

4. Analyze the skin using the magnifying lamp to find any skin problems and verify skin condition. Optional: If eyebrow arching is to be done, it should be done at this time.

5. Steam the face mildly with warm, moist towels or with a facial steamer to open the pores so they can be cleansed of oil and comedones. Steam helps to soften superficial lines and increases blood circulation to the surface of the skin.

   If you use a steamer, cover the client's eyes with cotton pads moistened with distilled water or warm water.

6. Exfoliate if needed (on nonsensitive skin): apply a granular scrub and remove scrub

7. Apply the massage cream to the face, neck, shoulders, chest, and back. If needed, apply lubrication oil or cream around the eyes and on the neck.

8. Massage the face, using the facial manipulations.

9. Remove massage cream with tissues, warm, moist towels, moist cleansing pads, or sponges. Follow the same procedure as for removing cleanser.

10. Apply tonic solution. Sponge the face with cotton pledges moistened with toner, freshener or astringent.

11. Apply a moisturizer or sunscreen.

12. Remove the head covering/booties. Help the client sit in an upright position and ask the client to remain in this upright position for at least two minutes. Then, show the client to the dressing room, offering assistance if needed.

CLEAN UP

1. Discard all disposable supplies and materials.
2. Place used towels, coverlets, head covers, and other linens in hamper.
3. Place used equipments/tools in the soiled container and close the container.
4. Close product containers tightly, clean them, and put them away in their proper places.
5. Sanitize your workstation, including the facial bed.
6. Wash your hands with soap and warm water.
7. Complete the client record card.

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