

LEVEL 7 DIPLOMA

IN CLINICAL AESTHETIC INJECTABLE THERAPIES

WELCOME & OVERVIEW



Welcome to your Level 7 Diploma with Acquisition Aesthetics and OTHM.

This document is intended to help you progress and navigate your way through the entire diploma and has information specific to the completion of this portfolio. Please ensure you read it carefully as it will save you a lot of time before your final submission.

Acquisition Aesthetics is very proud to be the provider of this course, through the esteemed Awarding Body OTHM.

ABOUT THE LEVEL 7 DIPLOMA

This is a knowledge and competency-based qualification aimed at a range of healthcare professionals with current professional registration. It has been designed to meet and satisfy three separate sets of guidance relevant to the delivery of non-surgical cosmetic interventions:

- 1) HEE: Qualification requirements for the delivery of cosmetic procedures (2015)
- 2) GMC: Guidance for doctors who offer cosmetic interventions (2016)
- 3) JCCP: Education and Training Standards (2018)

This qualification focuses upon the administration of botulinum toxin and dermal fillers. With reference to the delivery of cosmetic interventions within the aforementioned modalities, the knowledge based components of this qualification aim to provide candidates with an understanding of: relevant ethical and legal requirements, key treatment principles, the necessity of client-centred care, the role of psychology within aesthetic medicine, key principles of dermatology and the actions, risks and management options associated with botulinum toxin and/or dermal filler administration. The competence based components of this qualification aim to compound the knowledge elements with related practical skills. These aim to impart the ability to consistently deliver; high quality, safe and client-centred botulinum toxin and/or dermal filler treatments.

The qualification will benefit delegates by introducing and reinforcing the knowledge and skills necessary as a non-surgical practitioner of aesthetic medicine. Completion will evidence a level of practitioner competency that can be relied upon by employers and clients alike.

THE AWARDING BODY OTHM

OTHM Qualifications are a UK based and internationally recognised Awarding Organisation approved and regulated by the Office of the Qualifications and Examinations Regulation (OfQual). They have a wide global network of delivery centres delivering a range of programmes. OTHM Qualifications are an organisation that is forward-thinking in order to support industry by providing excellent qualifications enabling a highly qualified and experienced workforce.

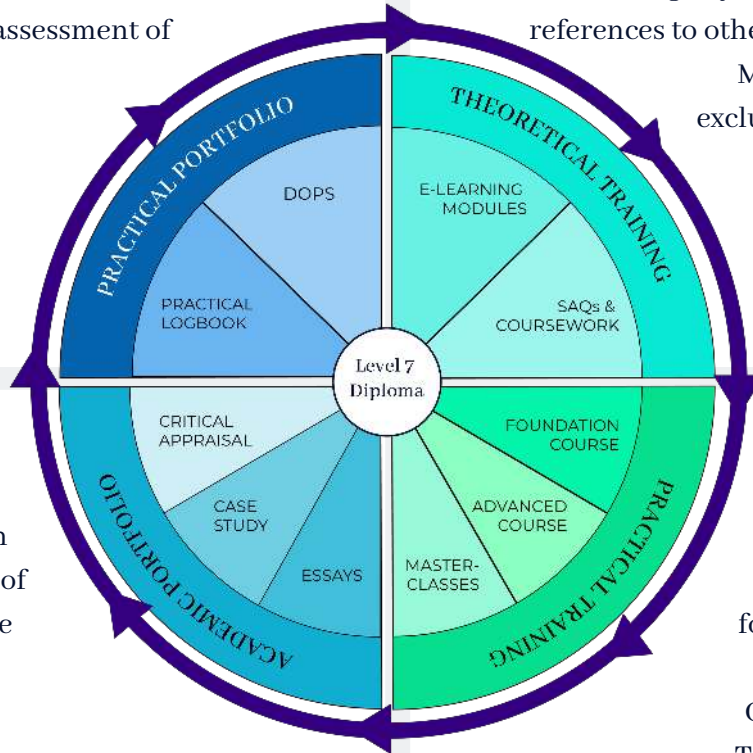


PRACTICAL PORTFOLIO

Logbook facility to record all 40 procedures (20 observed and 20 performed) in toxin and dermal filler modalities. 40 procedures to be obtained on mentoring sessions with expert supervision in small practical training groups. This will include DOPS (Direct Observation of Procedural Skills) - supervised learning and assessment of procedural skills.

ACADEMIC PORTFOLIO

Along with delegates' own research and completion of theoretical training, there will be a requirement to complete an academic portfolio comprising a critical appraisal and case studies.



THEORETICAL TRAINING

Access is provided to an extensive library of online learning materials based upon key learning components highlighted by the HEE comprising lectures, literature papers, current evidence, guidelines and forums. Theoretical learning and training videos relevant to the learning objectives of the course, including references to other literature and case studies.

Material designed and written exclusively by Oral, Maxillofacial, Plastic, Dental and Consultant Surgeons.

PRACTICAL TRAINING

Foundation and Advanced training days in addition to focused mentoring sessions to complete your portfolio. Optional Complications, Tear Trough and Lip Augmentation masterclasses.



E-LEARNING MODULES & ACADEMIC PORTFOLIO

This stage of the Level 7 Diploma comprises E-learning materials, coursework, essays, case studies and a critical appraisal.

The E-learning modules available are designed to provide you with a comprehensive background into aesthetic medicine. In conjunction with the syllabus and the up to date aesthetic guidelines and protocols - these will enable you to structure your answers to your assigned coursework, case studies, and critical appraisal. The supplemental papers and your own reading and research will also be important in completing these theoretical competencies. These are accessible via your online profile.

Please bear in mind the following key points when answering your coursework questions;

- Your coursework comprises of 34 short answer questions (SAQs). Each has a word limit of 800 words (+/-10%) and must be referenced in Harvard style.
- Your E- Learning material and extra literature are all set as a guide to enable you to structure your coursework answers.
- Your coursework will require extra reading and further analysis, description and explanation of core concepts and your Level 7 mentor is available to direct you with this.
- You must not bullet point your answers.
- Please note the importance of the following terms: *Explain, Analyse, Evaluate* and other command verbs - which are stating an imperative to be undertaken and require your answer to be delivered accordingly.
- Whilst there is no specific timeframe set by OTHM for submission of your coursework, we would recommend submitting your work within 12 months of issue to ensure currency and meaningful progression towards achievement.
- You must provide the final word count for each SAQ after your written answer. You must provide a bibliography, if applicable.
- You must number the assignment task, or question, correlating with your answer above each answer given.
- Each page must be numbered.
- Each SAQ will be internally marked out of 10 according to a set marking criteria. Candidates are required to achieve a minimum of 55% of the available SAQ marks to pass.
- Failure to achieve this pass mark will result in the repetition of all of the SAQs within the unit(s) using alternative assessment material until a pass can be achieved.

Once you have completed your SAQ coursework you should submit your initial draft for feedback as a Word document or PDF via the Level7 Dashboard for informal marking, feedback will be provided and amendments made prior to submission for final marking.

Once you have submitted your coursework, this will be sent to our internal assessment team, who will provide feedback on your answers. They aim to provide feedback on your answers within 6 weeks of submission. Following this you may make your final amendments and submit your final coursework to us via the Level7 Dashboard.

Please note that Acquisition Aesthetics provide unofficial feedback as part of our Level 7 programme but that it is *not* part of the official process delivered for the Level 7 Diploma (from the guidance we receive from OTHM).

After the resubmission, your SAQ coursework will be officially marked and submitted directly to OTHM and we will not be providing further feedback. Acquisition Aesthetics are not responsible for your final mark and we hope that you will be passed but on occasion, delegates do fail the coursework section and will be asked to re-sit it. If you fail a specific question only, please remember that *the entire section* will need to be re-sat as per OTHM regulations.

FOUNDATION & ADVANCED COURSES IN BOTULINUM TOXIN AND DERMAL FILLERS

FOUNDATION [Visit here for more information on the Foundation Course, including procedures included.](#)

The Foundation Course in Toxin and Dermal Fillers provides a firm handle on the basics of aesthetics. Comprising of e-learning modules, theoretical learning, and practical injecting training; this course will provide you with a solid base from which to confidently and competently launch your aesthetic practice.

ADVANCED [Visit here for more information on the Advanced Course, including procedures included.](#)

The Advanced Course in Toxin and Dermal Fillers provides aesthetic practitioners with the opportunity to enhance their existing knowledge and acquire the techniques necessary to perform advanced non-surgical aesthetic treatments. A natural progression from the Foundation course, this training day offers a greater focus on practical injection training, including the treatment of functional issues such as hyperhidrosis, facial contouring methods, and the use of the microcannula.

PRACTICAL PORTFOLIO & LOGBOOK

- MENTORING SESSIONS

This stage of the Level 7 Diploma is designed to meet the Health Education England guidelines for practical experience and to help you complete your portfolio. Your mentoring sessions also provide the platform for your DOPS.

Level 7 students must observe and perform a total of 40 Botulinum toxin and dermal filler procedures (20 observed, 20 performed under supervision.) These procedures can be acquired via our clinical mentoring sessions. These sessions are fully arranged for you - including all live models, consent forms. and aftercare.

On an Acquisition Aesthetics mentoring session, a Level 7 candidate can expect to be led through an aesthetic consultation, and guided as they conduct the consenting process with their patients.

You will be provided with a Level 7 Portfolio folder on your first mentoring session or alternatively you will be emailed with access to the Level7 Dashboard

In order for you to use your portfolio appropriately, you will have been given access to online documents found on your online account and sent in your welcome email. Within this, you will find a number of documents that should be used with your Level 7 Portfolio.

PARENT FOLDER	DOCUMENTS CONTAINED
Client Treatment Record	Client Treatment Record Introduction Client Treatment Record (1 per client treated)
Consent Forms	Botulinum Toxin Consent Form Dermal Fillers Consent Form Photographic Consent Form
Candidate Portfolio Forms*	Portfolio Checklist Portfolio Front Page Statement of Authenticity SAQ Front Cover

*Print and place at front of portfolio

For each treatment on a Mentoring session you will be expected to obtain the following, all of which should be contained within an individual plastic wallet in your portfolio:

- A client consent form - signed by the client, either BT or DF (sent to you by Acquisition Aesthetics after your Mentoring session.) If the client has more than one treatment modality, then please file this as a separate treatment in a new plastic wallet.
- One client treatment record - signed by your Level 7 mentor.
- 4 client photographs: two before and two directly after treatment - time and date stamped.

Across all of your mentoring sessions in total, you should be aiming to acquire:

- 10 observed procedures in Botulinum toxin
- 10 observed procedures in dermal fillers
- 10 performed under supervision procedures in Botulinum toxin
- 10 performed under supervision procedures in dermal fillers

*Acquisition of procedures will depend on the live models treated on the day and group speed.

VERY IMPORTANT - MUST READ

A patient can be recorded under a single treatment modality in your portfolio (e.g. Botulinum toxin - Observed) ONCE only. The same patient can, however, be recorded under other modalities for further treatments.

For example, if Mrs Smith was having toxin treatments to the upper face and peri-oral lines and dermal filler treatments to the lips and jawline she could potentially be recorded ONCE under Botulinum toxin - observed (upper face), ONCE under Botulinum toxin - performed (peri-oral lines), ONCE under DF - observed (lips) and ONCE under DF - performed (jawline). She could not be recorded twice under a single modality (e.g. DF - observed) even if you did observe more than one DF treatment of this patient during the session.

When undertaking observed treatments, the maximum group number of delegates observing can be up to 10. You must observe a treatment BEFORE you perform a treatment and this must correlate to the time and date stamps on your recorded treatment photographs in your portfolios.

When undertaking performed under supervision treatments the maximum group number of delegates performing the treatment should be 1. Whilst undertaking a performed treatment under supervision up to 9 other candidates can be observing during this time.

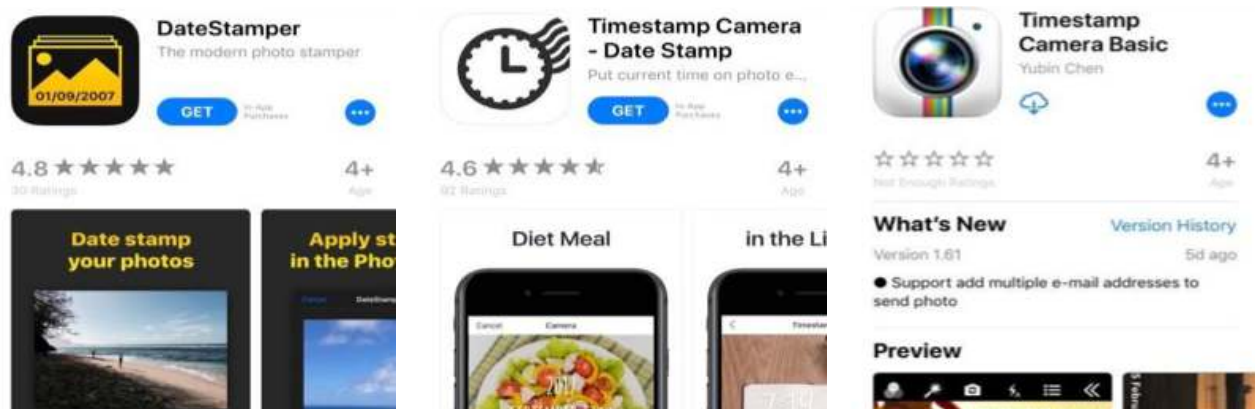
PHOTOGRAPHY - TIME AND DATE STAMPING

All client treatments must have TWO BEFORE and TWO AFTER accompanying cosmetic model photographs taken by the delegate themselves on the mentoring session. These must be taken after the cosmetic model consent is obtained (please see photography form) and stored appropriately on encrypted and encoded reliable and locked technology, once sent to you by Acquisition Aesthetics. Photographs should be printed, date and time stamped before and directly after the treatments (including toxin treatments).

Please note that it is essential that you obtain TWO before photographs, and TWO after photographs for each treatment. [In this portfolio we have completed an example submission for you under Dermal Filler, Observed Treatment 1- please refer to this and follow for all other procedures logged.](#)

Please download a free application on your mobile phone for this from the application store. This must be downloaded PRIOR to a Mentoring session.

Please see the following examples of free, downloadable applications for time and date stamping photographs.



Please note that all clients' consent forms and photographs belong to Acquisition Aesthetics and cannot be used for personal advertisement for the delegate in any capacity, including social media or websites. All procedures must be signed and dated by a mentor who is appropriately qualified and recognised as a Level 7 Mentor.

It is assumed that all consent forms for treatment and photography consent forms will be printed off and appropriately stored by the candidate.

BT Observed Treatments

BT Performed Supervised

DF Observed Treatments

DF Performed Supervised

In the portfolio that you will receive on your first Mentoring session, we have completed an example submission for you under Dermal Filler, Observed Treatment 1- please refer to this and follow for all other procedures logged.

You can access all of the required documents from your online account through our website. It is the candidate's responsibility to print off or download the required paperwork prior to any mentoring session. An example treatment record has been completed for you in your portfolio folder.



ASSESSMENT & MODERATION

Upon completion of all components of the diploma, your academic and practical portfolio will be assessed and moderated. Unlike comparable qualifications at this level, you will not be required to sit a clinical examination; your practical competencies are evidenced throughout the diploma.

Your assessments are accredited and quality checked by *OTHM*, overseen by the Government's Office for Qualifications (Ofqual).

Your portfolios will be marked against a standardised marking scheme, and it will also be subject to verification and moderation by OTHM to ensure it is fair.

FOLLOWING SUCCESSFUL ASSESSMENT OF YOUR ACADEMIC AND
PRACTICAL PORTFOLIO YOU WILL BE ISSUED WITH YOUR LEVEL 7 DIPLOMA
IN CLINICAL AESTHETIC INJECTABLE THERAPIES.

THE ACQUISITION AESTHETICS TEAM WISH YOU THE
VERY BEST OF LUCK WITH YOUR LEVEL 7 DIPLOMA.



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