

# Professional Discussion Mapping Document

## Advanced Beauty Therapist

This mapping document is to be completed prior to the gateway stage and submitted with the Portfolio of Evidence for each apprentice.

**Please note:** It is a requirement of the training provider to submit all the evidence electronically, via the ‘Documents tab’ on the apprentice’s dashboard within the SEPA system. This must be in a scanned format, allowing the evidence package to be viewed remotely. VTCT will not accept a link to an apprentice’s individual e-portfolio.

Evidence number <i>(typically 1 – 7 pieces of evidence)</i>	KSBS Requirements:	Knowledge, Skills and Behaviours criteria:	Type of evidence submitted:	Reference number:
<b>Example:</b>				
1	K30	<i>The principles of promoting and selling products, services and treatments to include: the benefits of promoting products and services, communication skills and behaviours that support the promotion and selling of products, services and treatments, promotion and sales techniques to enhance the client experience and overall treatment results; the sales cycle, retail and trades legislation</i>	PowerPoint presentation	1.1
1	S22	<i>Promote sales and additional treatments to enhance the client experience and overall treatment results</i>	Treatment plans	1.2

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