

Agenda Item #13.A.7.



BUSINESS AND CONSUMER SERVICES DIVISION / BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945
Phone (916) 263-7800 Fax (916) 263-7855 Web www.bvnpt.ca.gov



DATE: November 6, 2013

TO: Board Members

FROM: Pam Hinckley R.N., M.S.N.
Nursing Education Consultant

SUBJECT: Valley College of Medical Careers Vocational Nursing Program –
Reconsideration of Provisional Approval; Request to Admit Students (Director:
Carol Williams, West Hills, Los Angeles, Private)

On November 10, 2011, the Board placed Valley College of Medical Careers Vocational Nursing Program on provisional approval¹ for the two-year period from November 10, 2011, through November 30, 2013. That action was taken due to the program's noncompliance with Section 2530 (l) of the Vocational Nursing Rules and Regulations.

The program was required to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate. Additionally, the program was directed to admit no additional students unless approved by the full Board. The Board specified that the program shall demonstrate incremental progress in correcting its violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval. Reconsideration of the program's status was scheduled for November 2013.

The program requests Board approval to admit a class of 20 full-time day students on January 21, 2014, graduating on May 8, 2015, to **replace** the day class that graduated September 20, 2013.

History of Prior Board Actions

(See Attachment A, History of Board Action)

¹ Prior to January 1, 2012, references in article 4 of the Vocational Nursing Practice Act and article 4 of the Psychiatric Technicians Law provided that the Board accredits all vocational nursing and psychiatric technicians programs. Pursuant to Business and Professions Code Sections 2883 and 4532 (Senate Bill 539, Chapter 338, Statutes of 2011), **accredit** was changed to **approve**. There was no change to the Board's authority or jurisdiction.

Enrollment

Each class admission to the 60-week, full-time program must have prior Board approval. The pattern of admissions for current classes is seen in the enrollment table below.

The following table represents **current and proposed** student enrollment based on the current and proposed class start dates. The table indicates a **maximum enrollment of 27** students for the period **November 2011 through January 2014**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
11/11 (FT - PM)		15	12	12 = 12
6/12 (FT - AM)		9	7	12 + 7 = 19
	3/13 (11/11 FT- PM Class)		-12	19 - 12 = 7
1/14 Proposed	5/15	20		7 + 20 = 27

Licensing Examination Statistics

The following statistics, furnished by Pearson VUE, and published by the National Council of State Boards of Nursing as "Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction," for the period October 2009 through September 2013, specify the pass percentage rates for graduates of the Valley College of Medical Careers Vocational Nursing Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®), and the variance of the program's pass rates from state average annual pass rates for the past 16 quarters.

NCLEX-PN® Licensure Examination Data							
Quarterly Statistics				Annual Statistics*			
Quarter	# Candidates	# Passed	% Passed	State Average Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate	Variance From State Average Annual Pass Rate
Oct - Dec 2009	2	1	50%	76%	50%	73%	-23
Jan - Mar 2010	13	6	46%	76%	47%	74%	-27
Apr - June 2010	7	4	57%	74%	50%	75%	-25
Jul - Sep 2010	2	0	0%	76%	46%	75%	-29
Oct - Dec 2010	15	10	67%	77%	54%	76%	-22
Jan - Mar 2011	15	9	60%	80%	59%	77%	-18
Apr - Jun 2011	8	6	75%	71%	63%	76%	-13
Jul - Sep 2011	7	3	43%	74%	62%	76%	-14
Oct - Dec 2011	6	1	17%	74%	53%	75%	-22
Jan - Mar 2012	10	4	40%	77%	45%	74%	-29
Apr - Jun 2012	15	6	40%	72%	37%	74%	-37
Jul - Sep 2012	11	2	18%	74%	31%	74%	-43
Oct - Dec 2012	2	1	50%	70%	34%	74%	-40
Jan - Mar 2013	2	1	50%	75%	33%	73%	-40
Apr - Jun 2013	1	1	100%	78%	31%	73%	-42
Jul - Sep 2013	4	1	25%	75%	44%	74%	-30

*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

This data substantiates the program's **noncompliance** with Section 2530 (l) of the Vocational Nursing Rules and Regulations for the period **October 2009 through September 2013, 16 consecutive quarters**. As such, the program has been **noncompliant with regulatory requirements for four (4) years**.

Based on the most recent data available (July – September 2013), the program's average annual pass rate is **44%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 74%. The pass rate for the Valley College of Medical Careers Vocational Nursing Program is **30** percentage points **below** the state average annual pass rate.

Faculty and Facilities

Section 2534(d) of the Vocational Nursing Rules and Regulations states:

“For supervision of clinical experience, there shall be a maximum of 15 students for each instructor.”

The number of Board-approved faculty totals 26, including the director. Based on a maximum enrollment of 27 students, two (2) instructors are needed. Therefore, the number of current faculty is adequate for the current and proposed enrollment. Of the total faculty, 26 instructors and director are approved to teach clinical. The director has 90% administrative and 10% teaching duties.

Section 2534(b) of the Vocational Nursing Rules and Regulations states:

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught.”

The program's clinical facilities are inadequate as to type and variety of patients treated to enable current and proposed students to meet clinical objectives in accordance with Section 2534(b) of the Vocational Nursing Rules and Regulations. Specifically, the program lacks clinical facilities sufficient to enable the current and proposed students to meet clinical objectives in Maternity Nursing.

Other Considerations

Published examination statistics demonstrate the program's difficulties maintaining average annual pass rates that are compliant with regulatory requirements. Specifically, those statistics substantiate that the program has been **noncompliant for 16 consecutive quarters (October 2009 through September 2013) for four (4) years.**

The program graduated its initial class on October 6, 2009. On November 4, 2009, the Executive Officer (EO) considered the program's request for ongoing admissions. At that time, the program lacked licensure examination statistics from its initial class. As such, insufficient evidence was available to verify the program's ability to effectively prepare safe and competent practitioners. Given the foregoing, the program's request for ongoing admissions was denied; the admission of a full – time class of 30 students to **replace** students who graduated October 6, 2009 was approved.

On February 11, 2011, the EO denied the program's request for ongoing admissions and required the director to submit a report by March 31, 2011 to include a comprehensive program analysis, specific actions taken to improve program pass rates, timelines for expected results, and the effectiveness of employed interventions. **At that time, the program's average annual pass rate was 54%.** It was noted that the program's pass rates had been low since the program's initial class. Specifically, from October 2009 through December 2010, the program's average annual pass rates were 50%, 47%, 50%, 46% and 54% respectively.

The lack of consistency in the program's graduates completing the licensure examination was also noted. At that time, the program had enrolled 138 students and graduated 74. Of the 74

graduates, 39 students had taken the licensure examination. Twenty-one of the 39 students who tested passed the licensure examination and 18 failed.

On April 21, 2011, the EO denied the program's request to admit 30 students and approved the admission of 20 students to **replace** students previously graduated. **At that time, the program's average annual pass rate was 59%, 18 percentage points below** the State average annual pass rate. The program was required to perform an in-depth analysis of its instructional plan, textbooks, and correlation of theory content to clinical application, and submit a written report detailing its findings by May 30, 2011. The EO directed placement of the program on the November 2011 Board agenda if the program's pass rates did not improve by August 15, 2011.

On November 10, 2011, the Board placed the Valley College of Medical Careers Vocational Nursing Program on provisional approval for the two-year period from November 10, 2011, through November 30, 2013, due to noncompliance with regulatory requirements relative to program pass rates. Specifically, the program's average annual pass rates had been more than ten (10) percentage points below State average annual pass rates for eight (8) consecutive quarters. **At that time, the program's average annual pass rate was 62%.**

The Board denied the program's request to admit **30** full-time, evening students on November 14, 2011 and approved the program's admission of **15** full-time, evening, students on November 14, 2011, graduating on February 24, 2013, only, to **replace** a class that graduated November 18, 2011. Additionally, the Board denied the program's request to admit **30** students to the full-time day class on January 16, 2012, graduating April 21, 2013 to **replace** students that graduated November 4, 2011, at this time.

The program was directed to admit no additional students unless approved by the full Board. The Board directed that the program bring its licensure pass rates to no more than ten (10) percentage points below the state average annual pass rate. The program was required to demonstrate incremental progress in correcting its violations.

On November 22, 2011, the Board forwarded to the director the Notice of Change in Accreditation Status. On December 7, 2011, the Board received the program's signed Acknowledgement of Change in Accreditation Status. The document was signed by the program director on December 5, 2011 (see Attachment B).

On February 24, 2012, the Board denied the program's request to admit a class of 30 full-time students into an evening class on March 5, 2012, graduating on June 8, 2013, to **replace** a class that graduated November 18, 2011; and required the program to submit the revised instructional plan by February 29, 2012; and required the program to perform an analysis and submit a written report to address the program's rate of attrition by February 29, 2012. The Board specified that the report shall include the program's plans to decrease its rate of attrition and increase the number of graduates taking the licensure examination. **At that time, the program's average annual pass rate was 53%, 22 percentage points below** the state average annual pass rate.

On February 29, 2012, the program submitted a revised instructional plan and plan to decrease attrition rates as required. Included in the plan was a telephone campaign to

contact former graduates and offer them free of charge to come in and take the NCLEX review class, HESI predictor exams and ATI NCLEX test.

On April 12, 2012, the Board received correspondence from the program director specifying its actions taken to correct identified problems. Included in the program's documents were the following elements:

Plan to Increase Pass Rates

- Continue to incorporate all previously submitted interventions.
- Add HESI predictor examinations, **pending** review by administration.
- Add a voluntary three (3) day intensive NCLEX review for students who are within three (3) days of taking the scheduled licensure examination.
- Replaced two (2) textbooks with preferred editions.
- Initialized a consulting relationship with Summit Career College. Based on this relationship with Summit the following policies have been revised.
 - a. Created a student academic contract identifying the student's responsibilities and the school's expectations.
 - b. Creation of a "Learning Academy." The Learning Academy will identify each student's progress and initiate interventions to assist the student to achieve their goal.
 - c. Plan to hire an NCLEX coordinator. This person would provide NCLEX review sessions, learning academies, tutorial programs, and ensure that all application paperwork is processed quickly.

Plan to Decrease Rate of Attrition

- Increased admission testing scores in an attempt to increase student success in the program.
- Implemented immediate tutoring when a student receives a low test score.

On May 11, 2012, the Board approved the program's request to admit a class of 15 full-time, day students on May 14, 2012, graduating on September 30, 2013, to **replace** a class that graduated November 6, 2011; **and**, denied the program's request to admit a class of 15 full-time, evening, students on July 9, 2012, graduating on December 16, 2013, to **replace** the day class that graduated November 27, 2011; **and**, continued the program's requirement to obtain approval by the full Board prior to the admission of additional classes. **At that time, the program's average annual pass rate was 45%, 29 percentage points below the state average annual pass rate.**

On May 22, 2012, the Board approved a new director.

On July 19, 2012, Board staff, SNEC and NEC, met with the program's new director, Tricia Devin, and Marian Reyes, instructor, at the Board's offices. The focus of the meeting was the program's request for placement on the September Board agenda. The SNEC verified that the program is being placed on the September Board agenda. During the visit, program representatives confirmed that the new director had not completed the Board's

New Director Orientation. The SNEC strongly recommended that the director complete the new director orientation as soon as possible. Additionally, Board representatives recommended the director complete a program analysis and submit a report identifying problems and her plan to correct them and copies of faculty meetings held by the director. Further, the director was reminded that Corrective Action #3 specified in the Notice of Change in Approval Status required the program's submission of a detailed follow – up report by August 1, 2012.

On July 26, 2012, the assigned consultant forwarded correspondence requesting submission of pertinent documents regarding subsequent actions taken to correct identified problems.

On July 31, 2012, the Board received 2 large binders of program information. Included in the binders were the following:

- Faculty meeting notes
 - Verification of completion of the New Director Orientation.
 - Enrollment table
 - Procedures check list for students and faculty.
 - Copy of the 2010/2011 Annual Report.
 - Faculty and Facilities lists, faculty/clinical assignment form.
 - Summary of hours and content worksheet forms.
 - New student orientation presentation.
 - Program's Philosophy, faculty and facility blank forms.
 - Evaluation forms.
 - Lesson plans
 - List of Issues and concerns (received as a supplemental attachment on 8/1/12).
1. Students need more time allocated for theory.
 2. ATI orientation needs to be in more detail and additional time for practice sessions. Additionally, a non-faculty member proctor was added.
 3. A review of the strengths and weaknesses of the program needed.
 4. Program Philosophy needed "to be broken down into Environmental and Educational philosophy for a better understanding of the future of the college."
 5. New examinations and quizzes are recommended.
 6. Added a clinical director who assists with placement of students and creates the schedule for clinical rotations.
 7. Ensured that Maslow's Hierarchy of needs is implemented in each level of the program.
 8. Integrate the nursing process and body systems into the conceptual framework.
 9. Admission criteria – created a level of communication for administration and informed faculty of the procedure.
 10. Reviewing the college, faculty and student handbooks.
 11. Updating policies and procedures for consistency throughout the college.
 12. Student orientation - update to offer a more stimulating and comfortable orientation. Focus on success in the program and in their personal lives.
 13. Review and revise the curriculum.

On August 6, 2012, the Board received correspondence from the program director relative to program actions taken to correct identified problems. Included in the program's documents were the following elements:

- Same information as listed above under Issues and Concerns.
- Student and Instructor roles
- Bloom's Taxonomy
- Program Philosophy, Vision, Mission Statement, Conceptual Framework
- Terminal Objectives
- Lesson Plan for Increasing Your Success for the Future
- Admission Criteria
- Course Content
- Proposed curriculum revision to include ATI testing and NCLEX review
- Revised the Attendance Policy to require 98% attendance per level
- Revised Remediation Policy-Students falling below 86% at any time will be placed on Probation.
- Evaluation Policy (faculty, clinical sites and students) Forms included in packet.
- Initiated mandatory faculty meetings-monthly.
- Textbook committee reviewed and updated textbooks.
- ATI format within the program.
- Revised Graduation requirements. Students must pass all four (4) levels with a minimum of 86%.
- Level one (1) Syllabus.

On September 6, 2012, the Board denied the program's request to admit a class of 20 full-time, day students on September 24, 2012, graduating on December 30, 2013, to **replace** a class that graduated August 13, 2012; **and, denied** the program's request to admit a class of 20 full-time, evening, students on September 24, 2012, graduating on December 17, 2013; and, required the program to continue to obtain approval by the full Board prior to the admission of additional classes. **At that time, the program's average annual pass rate was 37%, 37 percentage points below** the state average annual pass rate.

On September 24, 2012, the Board received correspondence from the program director and pertinent documents specifying subsequent actions taken to correct identified problems. The director reported completion of a Strengths, Weakness, Opportunities, Threats (SWOT) analysis of the program in April and May 2012. The results of this analysis are listed below:

- **Admission, Screening and Selection Criteria** was strengthened by having potential students:
 - a. Interviewed by Admission Director; and,
 - b. Write a one (1) to two (2) page essay; and,
 - c. Take the Teas entrance test; and,
 - d. Interviewed by an admission committee and each potential student are scored utilizing a rubric.

- **Terminal and curriculum objectives** were reviewed and found to lack required specificity and failed to integrate theory to clinical. All objectives were revised to address this issue.
- **Instructional Plan** was restructured to demonstrate integration of theory and clinical.
- A mandatory six (6) hour day of ATI testing was added. Additionally, an optional, weekly Saturday, NCLEX review was added.
- **Lesson Plans-** Faculty were educated on the use of daily lesson plans, power point presentations and clinical practicums, use of resources such as alternative forms of teaching, etc.
- **Textbook.** Committee developed to review textbooks.
- **Attendance.** Stricter attendance policy established. Theory and Clinical absences must be made up. Clinical absences are made up in clinical.
- **Evaluations.** The Students evaluate their teachers subsequent to completion of each term. The clinical director evaluates clinical faculty every six (6) months. The Director evaluates the clinical director every six (6) months.
- **Remediation and Probation.** Any time a student's scores fall below 86%, the student is placed on Probation. The student is given 30 days to bring the scores to the required minimum of 86% or the Probation remains enforce until the end of the program. Students on Probation must attend remediation within one (1) week of being placed on Probation. Students are not allowed to retake an exam. Instead they "will be remediated in the areas of weakness". Mock exams are available for student use and are used "for review only".

On November 9, 2012, the Board denied the program's request to admit a class of 20 full-time, day students on November 12, 2012, graduating on February 1, 2014 to **replace** a class that graduated August 13, 2012, and denied the program's request to admit a class of 20 full-time, evening, students on November 12, 2012, graduating on February 1, 2014. At that time, the program's average annual pass rate was **31%, 43 percentage points below** the state average annual pass rate.

On January 9, 2013, a new director was approved.

On August 1, 2013, the Board received the program's comprehensive analysis, as specified in Corrective Action #3 of the Notice of Change in Accreditation Status. Included were the following elements (see Attachment C):

- **Admission and Screening** – It was identified that the program's admission process was inadequate. The director will add the HESI admission exam, letters of recommendation from employers or other professional persons, applicants will write an essay identifying their goals and reasons for pursuing nursing, selection

committee will interview the applicant, and the applicant must achieve a score of 80% on the pre-requisite course Medical Terminology. This would begin with the next Board approved class.

- **Objectives** – No changes, determined to be appropriate since they were revised in 2012.
- **Instructional Plan** – The director will continue to monitor the instructional plan and revise as needed.
- **Lesson Plans** – The program is currently utilizing Elsevier's lesson plans and books.
- **Attendance** – No changes. All absences must be made up.
- **Remediation Policy** – No changes. The director will continue to monitor student's progress.
- **Evaluations** – Teacher evaluations will be performed routinely and written up and discussed with the teacher. The director identified that some teachers were teaching from the book while sitting at the desk. Poor use of resources to augment lecture. The teachers were advised of teaching methodology and use of resources. An improvement in student's scores has been identified.
- **Clinical Sites** – The director is seeking out new clinical sites.

In August 2013, the NEC discovered that the program did not have adequate Maternity clinical sites to provide the Maternity clinical experience designated in the Board approved Instructional Plan. Based on this discovery, the following violations exist:

Section 2534 (b) of the Vocational Nursing Rules and Regulations states,

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught...”

Violation #1: During a routine telephone call it was identified that the program did not have adequate Maternity clinical sites for the currently enrolled seven (7) students. The director was advised that the students would be unable to qualify for licensure as program graduates until the Maternity clinical rotation was completed according to the Board - approved instructional plan (68 hours). To date, the program has failed to secure sufficient facility sites to provide the required clinical experience. As a result, the seven (7) enrolled students have been unable to graduate as originally scheduled for September 2013.

Correction #1: This violation is **not corrected**. This violation will be corrected when the director procures Maternity clinical site(s) adequate for the currently enrolled students and receives Board approval for these sites. On October 10, 2013, the Board received an application for approval of a new clinical site; however, information presented in the clinical facility application was inconsistent with the experience available at the facility.

Section 2530(l) of the California Code of Regulations states:

“(l) The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of accredited vocational nursing schools for the same period.”

Violation #2: Published performance statistics, since the program's inception, substantiate that **all 16 quarters have been below** the state average annual pass rate. When the program was placed on provisional approval on November 10, 2011, the program's average annual pass rate was **62%, 14 percentage points below** the state average annual pass rate. Since that time, the pass rate **declined markedly over the next seven (7) consecutive quarters to 31%, 42 percentage points below** the state average annual pass rate.

For the most **current reporting** period, the eighth (8th) quarter since being placed on provisional approval, the program's **quarter pass rate is 25% and its average annual pass rate is 44%**. As such, the program's current average annual pass rate is **30 percentage points below** the state average annual pass rate.

Plan of Correction #2: This violation is **not corrected**.

Recommendation:

1. Deny Valley College of Medical Careers Vocational Nursing Program's request to admit a class of 20 full-time day students on January 21, 2014, graduating on May 8, 2015, to **replace** the day class that was scheduled to graduate September 20, 2013.
2. Extend the program's provisional approval for the two (2) month period from December 1, 2013 through January 31, 2014 (see Attachment D).
3. Require the program to obtain and submit for Board approval clinical facility sites sufficient to provide clinical experience in Maternity Nursing consistent with the approved instructional plan.

4. Require the program to submit a clinical rotation calendar verifying the scheduling and completion of Maternity Nursing experience for the enrolled students that is consistent with the approved instructional plan.
5. Place the program on the February 2014 agenda for reconsideration of provisional approval.
6. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2526.
7. Require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
8. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

Rationale: Published licensure examination statistics confirm that the program's pass rates have been **below state average annual pass rates for 16 of the 16 quarters or four (4) years** that data has been recorded for the program. The 16 consecutive quarters have been 13 to 42 percentage points below the state average annual pass rate. The program's current quarterly pass rate is **25%** and the average annual pass rate is **44%**. This is **30 percentage points below** the state average annual pass rate.

When the program was placed on provisional approval on November 10, 2011, the program's average annual pass rate was **62%**. Since that time, the pass rates have steadily declined to 53%, 45%, 37%, 31%, 34%, 33%, 31% and 44% respectively. As such, **the program's average annual pass rate has decreased 18 percentage points since placement on provisional approval.**

A new director was approved by the Board on January 9, 2013. During a telephone conference in August 2013, it was identified that the program did not have Maternity clinical sites for the seven (7) students that were scheduled to graduate on September 20, 2013. The NEC advised the director that these students would be unable to qualify for licensure as program graduates until adequate Maternity clinical sites could be found, Board approved and the rotations completed. To date, the director has failed to identify sufficient Maternity clinical sites consistent with the enrolled student population.

In summary, published examination statistics and submitted documents demonstrate the lack of achievement of program graduates on the licensure exam and failure of the director to ensure adequate clinical sites consistent with the Board – approved instructional plan. Extending the program's

provisional approval will allow time required for the enrolled students to complete the required Maternity Nursing rotation and graduate from an approved program.

Attachment A: History of Prior Program Actions

Attachment B: Notice of Change in Approval Status Dated November 22, 2011

Attachment C: Program Correspondence Dated August 1, 2013

Attachment D: Draft Notice of Change in Approval Status

Agenda Item #13.A.7., Attachment A

Valley College of Medical Careers Vocational Nursing Program

History of Prior Board Actions

- On July 2, 2008, the Executive Officer approved Valley College of Medical Careers' request to begin a vocational nursing program with an initial class of 30 students on July 7, 2008, only; **and** approved the program curriculum for 1,560 hours, including 580 theory, and 980 clinical hours.
- On May 5, 2009, the Executive Officer approved initial full accreditation for the Valley College of Medical Careers Vocational Nursing Program, West Hills, for the period May 5, 2009 through May 4, 2013, and directed staff to issue a certificate accordingly. Further information was requested relative to the program's request to admit additional students.
- On May 6, 2009, the Supervising Nursing Education Consultant and the assigned Nursing Education Consultant met with the Director of Education and Compliance to discuss the status of the program's requests. Based on the meeting, the program representative, in accord with the program director, amended the previous requests to include:
 1. Admission of a day class of 30 students commencing May 8, 2009, with a graduation date of July 27, 2010;
 2. Admission of an evening class of 30 students to begin May 8, 2009, with a graduation date of July 27, 2010; and
 3. Deferral of the request for ongoing admissions to a later date.
- On November 4, 2009, the Executive Officer approved Valley College of Medical Careers Vocational Nursing Program's request to admit a full-time class of 30 students to commence January 11, 2010 only, graduating March 31, 2011, to **replace** students who graduated October 6, 2009. The program's request for **ongoing admissions** of a class of 30 students every fifteen (15) weeks commencing May 2010, was **denied** at this time.
- On June 9, 2010, the Director and Campus Director appeared at Board headquarters requesting an immediate and unscheduled meeting to discuss program concerns relative to the Executive Officer's decision denying ongoing admissions.

The assigned consultant reviewed the following documents and information with program representatives.

- a. Board decisions and rationale for each decision from July 2, 2008 through November 4, 2009.

- b. Program Pass Rates.
- c. Current Program Request and Attachments.
- d. Clinical Resources.

- On June 25, 2010, the director notified the Board that commencement of the January 11, 2010 class was delayed to February 1, 2010.
- On July 20, 2010, the program was cited for two (2) violations, Sections 2882 of the Business and Professions Code and Section 2534 of the Vocational Nursing Rules and Regulations. Both violations were corrected.

Additionally, the Executive Officer approved Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a full-time day class to commence July 26, 2010 only, graduating December 2, 2011; and, approved the program's request to admit 30 students into an evening class to commence August 23, 2010 only, to **replace** students scheduled to graduate August 18, 2011. Additionally, the program was required to obtain Board approval prior to the admission of all classes.

- On February 11, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a full-time, day class to commence January 24, 2011 only, graduating April 20, 2012, and; required the program to submit a report by **March 31, 2011**. The report shall include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timelines for expected results, and the effectiveness of corrective actions taken to address the following elements:

- a. Current Student Enrollment.
- b. Admission Criteria.
- c. Screening and Selection Criteria.
- d. Terminal Objectives.
- e. Curriculum Objectives.
- f. Instructional Plan.
- g. Theory and Clinical Objectives for Each Course.
- h. Lesson Plans for Each Course.
- i. Textbooks.
- j. Attendance Policy.
- k. Remediation Policy.
- l. Evaluations of Theory and Clinical Faculty.
- m. Evaluations of Theory Presentations.
- n. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- o. Evaluation of Student Achievement.

Additionally, the program was required to obtain Board approval prior to the admission of all classes.

- On February 28, 2011, the program submitted a written report regarding the requested comprehensive analysis.

- On April 21, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a day class commencing April 25, 2011 and graduating August 5, 2012, to **replace** students that graduated on August 19, 2010; **and**, approved the program's admission of 20 students into the day class commencing April 25, 2011, only, graduating August 5, 2012, to **replace** students that graduated on August 19, 2010; **and**, required the program to perform an in-depth analysis of the instructional plan, textbooks, correlation of theory content to clinical application and submit a written report of findings by May 30, 2011.

The EO directed placement of the program on the November 2011 Board agenda, if the licensure pass rates do not improve by at least ten (10) percentage points (69%) by August 15, 2011; **and** required the program to continue obtaining Board approval prior to the admission of all classes.

- On May 28, 2011, the Board received the program's in-depth analysis. The assigned consultant notified the director that the analysis was incomplete as submitted.
- On August 3, 2011, the Board received a revised analysis from the assistant director. The assistant director was advised the analysis remained incomplete and was requested to have the director call the NEC.
- On August 8, 2011, the director telephoned the NEC. The director indicated she had **not** been involved in the revision of the plan submitted on August 3, 2011. The NEC advised the director she needed to be involved in the in-depth analysis of her program. Additionally, the NEC reviewed content areas the director should address in the report. A new due date of **August 26, 2011** was issued.
- On August 25, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request for approval to admit 30 students into a day class commencing September 12, 2011 and graduating August 19, 2012, to **replace** students that graduated on August 15, 2010; **and**, required the program to submit a written plan detailing the following by **September 16, 2011**:
 - a. Steps the program will take to encourage the 39 former graduates to take the licensure examination.
 - b. Steps the program will take to prevent a reoccurrence of graduates not taking the licensure examination in a timely fashion.

Additionally, the EO required the program to obtain Board approval prior to the admission of all classes; **and**, directed placement of the program on the November 10, 2011 Board agenda for consideration of placement on provisional accreditation.

- On October 7, 2011, the assigned consultant forwarded correspondence requesting submission of fifteen (15) copies of pertinent documents, plan, and subsequent actions taken to correct identified problems that they desire Board members to consider.
- On November 10, 2011, the Board placed Valley College of Medical Careers Vocational Nursing Program on provisional accreditation for the two-year period from November 10,

2011, through November 30, 2013, and issued a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations; **and**, denied Valley College of Medical Careers Vocational Nursing Program's request approval to admit a class of 30 full-time, evening students on November 14, 2011 and approved the program's admission of a class of 15 full-time, evening, students on November 14, 2011, graduating on February 24, 2013, only, to **replace** a class that graduated November 18, 2011; **and**, denied the program's request to admit a class of 30 students to the full-time day class on January 16, 2012, graduating April 21, 2013 to **replace** students that graduated November 4, 2011, at this time; **and**, required the program to admit no additional students unless approved by the full Board.

The program was required to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; **and**, required the program to submit follow-up reports in 9 months, but no later than **August 1, 2012**, and 21 months, but no later than **August 1, 2013**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

- a. Admission Criteria.
- b. Screening and Selection Criteria.
- c. Terminal Objectives.
- d. Curriculum Objectives.
- e. Instructional Plan.
- f. Theory and Clinical Objectives for Each Course.
- g. Lesson Plans for Each Course.
- h. Textbooks.
- i. Attendance Policy.
- j. Remediation Policy.
- k. Evaluations of Theory and Clinical Faculty.
- l. Evaluations of Theory Presentations.
- m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- n. Evaluation of Student Achievement.
- o. Current Enrollment.

The program was required to comply with all accreditation standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526. The program was required to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's accreditation.

The Board directed that the failure of the program to take any of these corrective actions may cause the full Board to revoke the program's accreditation. The Board placed the program on the **November 2013** Board agenda for reconsideration of provisional accreditation.

- On November 22, 2011, the Board forwarded to the director the Notice of Change in Accreditation Status.

- On December 7, 2011, the Board received the program's signed Acknowledgement of Change in Accreditation Status. The document was signed by the program director on December 5, 2011.
- On January 19, 2012, the assigned consultant forwarded correspondence requesting submission of fifteen (15) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On January 24, 2012, the Board received the program's in-depth program analysis to support its request to admit students.
- On February 24, 2012, the Board **denied** the program's request to admit a class of 30 full-time evening students on March 5, 2012, graduating on June 8, 2013, to **replace** a class that graduated November 18, 2011; **and**, required the program to perform and submit a written analysis and report to address the program's rate of attrition by **February 29, 2012**. The report shall include the program's plans to decrease its rate of attrition and increase the number of graduates taking the licensure examination. The Board also required the program to submit a revised instructional plan by **February 29, 2012**.
- On February 29, 2012, the Board received the program's revised curriculum and plan to decrease attrition rates.
- On April 4, 2012 the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On April 12, 2012, the Board received correspondence from the program director and eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On May 11, 2012, the Board approved the Valley College of Medical Career's request to admit a class of 15 full-time, day students on May 14, 2012, graduating on September 30, 2013, to **replace** a class that graduated November 6, 2011; **and**, denied the program's request to admit a class of 15 full-time, evening, students on July 9, 2012, graduating on December 16, 2013, to **replace** the day class that graduated November 27, 2011; **and**, continue to obtain approval by the full Board prior to the admission of additional classes.
- **On May 22, 2012, the Board approved a new director.**
- On July 19, 2012, Board staff, SNEC and NEC, met with Tricia Devin, program director and Marian Reyes, instructor, at the Boards offices. The focus of the meeting was to request the program be placed on the September Board agenda. The SNEC verified that the program is being placed on the September Board agenda. During the visit, it was identified that the new director had not completed the new director orientation. The SNEC advised her to complete the new director orientation as soon as possible. Additionally, the director is to send the NEC a list of problems she identified at the school and her plan to correct them, copy of faculty meetings held by the director.

- On July 26, 2012 the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On July 31, 2012, the Board received 2 large binders of program information relevant to the July 19, 2012 visit above.
- On August 6, 2012, the Board received correspondence from the program director and eighteen (18) CD's and one (1) paper copy of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On September 6, 2012, the Board denied the Valley College of Medical Career's request to admit a class of 20 full-time, day students on September 24, 2012, graduating on December 30, 2013, to **replace** a class that graduated August 13, 2012; **and**, denied the program's request to admit a class of 20 full-time, evening, students on September 24, 2012, graduating on December 17, 2013; **and**, required the program to continue to obtain approval by the full Board prior to the admission of additional classes.
- On September 17, 2012, the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents, plan, and subsequent actions taken to correct identified problems that they desire Board members to consider.
- On September 24, 2012, the program submitted the required comprehensive analysis per terms of Provisional Approval on November 10, 2011; **and**, pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- **On January 9, 2013, a new director was approved.**
- On August 1, 2013, the Board received the program's comprehensive analysis.

Agenda Item #13.A.7., Attachment B



STATE AND CONSUMER SERVICES AGENCY • GOVERNOR EDMUND G. BROWN JR.
BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945
Phone (916) 263-7800 Fax (916) 263-7859 Web www.bvnpt.ca.gov



CERTIFIED MAIL

November 22, 2011

Ranbir Sadeora
Director, Vocational Nursing Program
Valley College of Medical Careers
8399 Topanga Canyon Boulevard, Suite 200
West Hills, CA 91304

Subject: Notice of Change in Accreditation Status

Dear Ms. Sadeora :

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 10, 2011, the provisional accreditation status of the Valley College of Medical Careers Vocational Nursing Program has been changed from full accreditation to provisional accreditation for the two – year period from November 10, 2011 through November 30, 2013. The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing accreditation completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Accreditation Status" form by **Friday, December 2, 2011**.

AREAS OF NON-COMPLIANCE [VIOLATION(S)]

In accordance with Section 2526.1(c) of title 16 of the California Code of Regulations,

"The Board may place any program on provisional accreditation when that program does not meet all requirements as set forth in this chapter and in Section 2526..."

Section 2530(l) of title 16 of the California Code of Regulations states:

"The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of accredited vocational nursing schools for the same period.

- (l) Failure to maintain the required yearly average minimum pass rate for two years or eight consecutive quarters may be cause to place a program on provisional accreditation."

The program pass rates of the Valley College of Medical Careers Vocational Nursing Program for the past eight (8) quarters are set forth in the following table.

NCLEX-PN® Licensure Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Oct – Dec 2009	73%	50%	-23
Jan – Mar 2010	74%	47%	-27
Apr – Jun 2010	75%	50%	-25
Jul – Sep 2010	75%	46%	-29
Oct – Dec 2010	76%	54%	-22
Jan – Mar 2011	77%	59%	-18
Apr – Jun 2011	76%	63%	-13
Jul – Sep 2011	76%	62%	-14

Based on this data, the program failed to comply with regulatory requirements relative to the admission of students. Further, the program failed to maintain the annual average pass rate requirement.

REQUIRED CORRECTION(S)

1. The Valley College of Medical Careers, Vocational Nursing Program shall obtain full Board approval prior to the admission of additional students.
2. Require the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate by **September 1, 2013**.
3. The program shall submit a follow-up report in 9 months, but no later than **August 1, 2012**, and 21 months, but no later than **August 1, 2013**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
 - a. Admission Criteria.
 - b. Screening and Selection Criteria.
 - c. Terminal Objectives.
 - d. Curriculum Objectives.
 - e. Instructional Plan.
 - f. Theory and Clinical Objectives for Each Course.
 - g. Lesson Plans for Each Course.
 - h. Textbooks.
 - i. Attendance Policy.
 - j. Remediation Policy.
 - k. Evaluations of Theory and Clinical Faculty.
 - l. Evaluations of Theory Presentations.

- m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
 - n. Evaluation of Student Achievement.
 - o. Current Student Enrollment.
4. The program shall comply with all accreditation standards in article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and article 5 of the Board's regulations, commencing at California Code of Regulations, title 16, section 2526.
 5. The program shall demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's accreditation.
 6. Failure to take any of these corrective actions may cause the full Board to revoke the program's accreditation.

In the event additional violations of the accreditation standards are identified, such violations may result in further corrective action or revocation of provisional accreditation.

FUTURE BOARD ACTION

Your program will be placed on the November 2013 Board Meeting agenda, at which point the Board may revoke or extend the program's accreditation. If you have additional information that you wish considered beyond the required corrections listed on page 3 and 4, you must submit this documentation by the fifteenth day of the second month prior to that Board meeting.

OTHER IMPORTANT INFORMATION

Please be advised that, pursuant to the Board's regulations, the program will not be authorized to admit new classes beyond the established pattern of admissions previously approved by the Board. The established pattern of admissions approved by the Board is as follows: **Based on the above corrections, the full Board's permission will be required for each future class admission.**

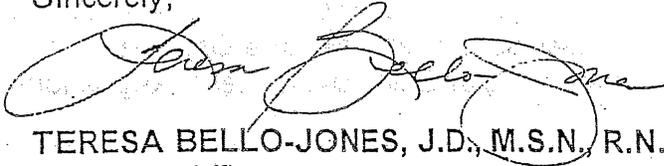
In the event your program is required to submit any report(s) as a corrective action pursuant to this notice, such reports are required in addition to any other reports required pursuant to 2527 of the Board's regulations.

The program may no longer advertise that it has full accreditation, and should take steps to correct any ongoing advertisements or publications in that regard.

A copy of title 16, California Code of Regulations, section 2526.1, regarding provisional accreditation is attached for your reference. A complete copy of the Board's laws and regulations can be found on the Board's web site at www.bvnpt.ca.gov.

Should you have questions, please do not hesitate to contact the Board.

Sincerely,



TERESA BELLO-JONES, J.D., M.S.N., R.N.
Executive Officer

Enclosures

cc: Board Members

TBJ:cca



TITLE 16 CALIFORNIA CODE OF REGULATIONS

Section 2526.1

2526.1. Provisional Accreditation.

- (a) Provisional accreditation means a program has not met all requirements as set forth in this chapter and in Chapter 6.5, Division 2 of the Business and Professions Code.
- (b) Provisional accreditation shall be granted for a period determined by the Board.
- (c) The Board may place any program on provisional accreditation when that program does not meet all requirements as set forth in this chapter and in Section 2526. If the program has not met all requirements at the end of the initial provisional accreditation period, provisional accreditation may be extended if the program demonstrates to the satisfaction of the Board a good faith effort to correct all deficiencies.
- (d) Any program holding provisional accreditation may not admit "new" classes beyond the established pattern of admissions previously approved by the Board. The admission pattern is defined by the number of students per class and the frequency of admissions for the six class admissions that immediately precede the Board action to consider provisional accreditation.
- (e) A program placed on provisional accreditation shall receive written notification from the Board. The notification to the program shall include specific areas of noncompliance and requirements for correction. A program's failure to correct delineated areas of noncompliance is cause for revocation of provisional accreditation.
- (f) A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for revocation of provisional accreditation.
- (g) A program whose provisional accreditation has been revoked shall be removed from the Board's list of accredited programs. The status of students as potential applicants for licensure will be determined by the Board.
- (h) A program that is removed from the Board's list of accredited programs subsequent to Board action based on the program's non-compliance with applicable regulations shall not reapply to establish a vocational nursing program for a minimum period of one calendar year.



Acknowledgement of Change in Accreditation Status

I, Ranbir Sedeora, director of Valley College of Medical College Vocational
(Director's Name) (Name of Program)

Nursing Program, hereby acknowledge that this program's status has been changed from full accreditation to provisional accreditation. I understand that in accordance with Section 2526.1 (f) of the Vocational Nursing Rules and Regulations and Section 2581.1 (f) of the Psychiatric Technician Rules and Regulations, the Board will consider any advertisement of full accreditation while on provisional accreditation as "material misrepresentation of fact". "Material misrepresentation of fact" may lead to revocation of the program's accreditation. Further, I understand the program's provisional accreditation status will be reflected on the Board's internet website.

Please complete and return this form to the Board by December 2, 2011.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

(Signature of Director)

(Date)

Agenda Item # 13.A.7., Attachment C

VCMC



VALLEY COLLEGE OF MEDICAL CAREERS

August 1, 2013

Ms. Pam Hinckley RN, MSN
Nursing Education Consultant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite # 205
Sacramento, CA 95833

Subject: Comprehensive Analysis of the VN Program at Valley College of Medical Careers

Dear Ms. Hinckley:

This correspondence is the result of an investigation into the vocational nursing programs recruitment and admission of students through the completion of the program. I have attempted to review the following areas: admission criteria, screening and selection criteria, terminal objectives, curriculum objectives, instructional plan, theory and clinical objectives of each course, lesson plans for each course, textbooks, attendance policy, remediation policy, evaluations of theory presentations, evaluations of clinical rotations and their correlation to theory presentations as well as evaluation of student achievement. The current enrollment of our present vocational nurse student body will be included.

A- The admission criteria currently is composed of two standardized exams, the SLE Wonderlic, which requires a score of 20 and the ATI, TEAS exam. For the reading section a score of 70% is required and for the math section a score of 60% is required as the minimum scores for admission. Students are required to have a high school education which meets US standards and is validated by the actual diploma or and approved evaluative equivalency statement that the students education has met the standard if educated outside the US. Potential students are interviewed by the Program Director; they also write an essay stating why they wish to pursue vocational nursing education here at VCMC.

B- The selection process is comprised of being selected by the VN Program Director. The selection is the result of a quality essay, personal interview rating of above 7 on a scale of 1-10, as well as the professional judgment of the Program Director as to the high probability of

success as a vocational nursing student in an accelerated program of 60 weeks, and NCLEX passage potential.

Future classes will demonstrate the following criteria:

Action: The Program Director will assist the Director of Admissions in setting up the Elsevier HESI Entrance Exam, completing the admission rubric, interview questions, essay criteria and format.

- The HESI admission exam, would provide the nursing department and the student with a foundation for the student's academic potential, in the areas of reading, math, science, critical thinking potential, etc., as well as provide the student with their specific learning style.

- Letters of recommendation from employers, supervisors, academic advisors and or teachers.

- Future essays should address specific criteria to include background information, goals and reasons to be considered for admission to the vocational nursing profession. Hand written essays will be discouraged.

- Selection committee would consist of the Program Director, Nursing Faculty, Placement office representative as well as a representative from Administration. In the event there were limited seats in the class or questions, the potential VN student may be asked to attend the selection committee meeting. The selection committee would assist the Program Director in identifying the attributes of successful student nurses.

- A Medical Terminology prerequisite class will be offered and the students with scores of 80% and above maybe admitted to the VN program.

Action: The Program Director will recommend to college administration and BVNPT, NEC to incorporate a Medical Terminology pre-req class (one month in duration, 100 hours total) for all vocational nursing students. The VN program director will also select a textbook and prepare a syllabus, and course outline. Lesson plans, power points and exams will be secured from Elsevier. The class will meet Monday thru Friday, 8:30am until 2:00pm with 30 minutes for lunch. There will be weekly quizzes, homework assignments in text workbooks, mid-term and final exam. A passing grade of 80% is required to proceed to the vocational nursing program.

Effective: With the next BVNPT approved class start

C, D, E- The Terminal Objectives, Curriculum Objectives and Instructional Plan were revised in April of 2012. I believe they are appropriate and if taught by passionate and professional

nursing faculty, the VN students would receive an excellent vocational education, which could culminate in an increase in NCLEX pass rates.

Action: Will continue to support present nursing faculty and research teaching audio visuals to enhance our presentation of the VN instructional plan. We will also interview and employ a full time faculty member. The program director will review the curriculum and the IP to ensure continuity and accuracy and provide for faculty to follow during lecture and clinical rotations. Students will be surveyed periodically and test questions monitored to reflect the curriculum.

Effective: Immediately.

- F- The theory and clinical objectives for each course are appropriate for vocational nurse education. All courses have clearly articulated learning objectives.

Action: The program director and faculty will continue to revise the theory and clinical objectives to ensure that they are measurable and lesson plans taught. Communicate with the publishers to review textbooks for a better focus and presentation of nursing concepts and objectives to incorporate within program. Align theory objectives with clinical objectives to broaden student comprehension of nursing concepts. Communicate with our nursing education consultant at the BVNPT as to possible changes to the approved objectives.

Effective: Immediately

- G- Lesson plans for each course are currently being taken from the Evolve recommendations which are aligned with the current textbooks provided by Elsevier publishing.

Action: To improve the lesson plans a search for more visual teaching aids and more homework for reinforcement of concepts. Research teaching aids such as crossword puzzles and other learning games that foster critical thinking skills.

- H- Textbooks: Please see the attached sheet for a current list. I would recommend to college administration, BVNPT NEC the use of a specific Maternal/ Child textbook instead of what is currently being used in the Fundamental of Nursing text. (Christensen)

Action: Review the college policy for adding textbooks to the nursing department. Contact Elsevier textbook representative regarding the most recently published maternal child textbooks. Faculty and I will review maternal child textbooks and workbooks before deciding

upon a textbook bundle. We have added the following books: an Anatomy and Physiology text and workbook, medical terminology book, Foundations of Mental Health care book, a Nursing Diagnosis Handbook and the Mosby Dictionary of Medicine and Nursing as well as Memory Notebook of Nursing.

Effective date: March 31, 2013

- I- The attendance policy currently for VN students is 100% is required. All absent time must be made up to complete the program.

Action: The Program Director will monitor the attendance and make up records in the registrars office as well as counsel students regarding actual days missed from theory and clinical along with written make up assignments completed.

Effective: Immediately.

- J- The remediation policy is appropriate.

The Valley College of Medical Careers' Vocational Nursing Program is a Competency-based Curriculum, remediation time will be provided for a student not meeting mastery level on skills and theory. This will be held after regular class. Skills lab time and clinical time will be provided for the student's practice for mastery and may include one on one tutorial, or small group study. One opportunity to retest is available. Failure to reach mastery (75% or better and completion of all competencies) by the end of the level may result in termination from the program.

Action: Monitor the number of remediation sessions attended per student as well as the content remediated. The Program Director will collaborate with the tutorial instructor to present the concepts and homework assigned.

Effective: Immediately

- K- Evaluation of theory and clinical faculty is completed in writing as well as actual classroom and clinical facility evaluations by the Program Director. Evaluation tools are extensive and evaluate the various aspects of teaching.

Action: The Program Director will continue classroom and clinical visits.

Classroom visits will be completed every month to evaluate the effectiveness of teaching concepts and the overall presentation skills of the faculty. Clinical instructors will be evaluated on the effectiveness of pre and post conference skills and how well theory is bridged to clinical. The Program Director will meet with each instructor within a week of the classroom/clinical visit to communicate findings and write a plan for improvement if needed. Faculty is evaluated yearly as a condition of employment with VCMC. Students also evaluate theory and clinical faculty at the end of each course.

Effective: Immediately

L- Evaluation of Theory Presentations. My first class room observation revealed faculty sitting at the desk and reading from the book. Students were passively reading their text book and listening, little interaction was taking place. At times there appeared to be a language barrier due to English being a second language for most of the instructors teaching theory. I observed a limited use of audio-visual aids. There are charts on the wall rarely were they referenced during the lecture. Instructors were not asking critical-thinking questions during the lecture to encourage the development of problem solving skills in students. The textbook was used primarily and Power Point concepts were read to the students. There was no variety in teaching methods to meet the needs of all learning styles.

Action: The Program Director discussed during faculty meetings that the NCLEX pass rates were poor and that we needed to start evaluating how we were presenting theory. Instructors were required to start the class with the objectives and proceed to articulate why the concepts were important for nurses to learn and apply. They were encouraged to prepare themselves by following the lesson plans and lecture guides. If Power Points were used it was advised that instructors take ownership and add slides where needed to clearly present concepts, the Power Points are generic in nature and need to be tailored for the presenter and student audience. A pre- test was suggested to encourage students to read prior to class. The Program Director attended random theory presentations took notes and observed the student engagement during lecture and gave feedback to instructor. We saw improvement in the student's test scores with NCLEX questions. We will continue to look for innovative ways to present nursing theory. Faculty will be evaluated on their presentation skills using our college evaluation tools.

Effective: Immediately

M- Evaluation of clinical rotations and correlation to theory presentation. I would like to see improved clinical sites; however, students are able to bridge the concepts in the clinical areas. Currently clinicals are primarily held in Nursing Rehabilitation Centers that have Medicare and Sub Acute Units. Maternal Nursing is currently located in Obstetrician office/clinic. Pediatrics is held in Totally Kids a rehab center for children with various disabilities. Concepts that are taught in theory are reinforced in clinical, the clinical instructor assigns students patients with pathologies they are currently learning i.e.; diabetics.

Our clinical sites offer students an opportunity to primarily interact with an older population for Medical Surgical nursing. For instance when learning the concept of Diabetes Mellitus, I would like to see students use more critical thinking skills when interacting with patients who are newly diagnosis diabetics of various age groups. Students can use the nursing process to create teaching plans for patients required to administer their own insulin for the first time. Students would have the opportunity to apply principles of nutritional adjustments to the diet of an acute patient for example as well as observe the patient process acceptance of a diagnosis of diabetes with the science of nursing process assisting him or her. It would be advantageous for the VN students to participate in an acute care setting and have validation and reinforcement of theoretical knowledge through real life clinical experiences.

Action: The Program Director and the Clinical Coordinator will:

Make a list of the acute medical centers, surgical centers, urgent care centers, LA county medical facilities and veteran hospitals, within a 50 mile radius of the campus who may allow vocational nursing students clinical rotation. We will arrange an interview with the nursing education department to discuss the VN programs philosophy, goals and objectives as well as clinical objectives. We will work with our Placement office to explore the organizations we are currently sending other campus programs students for internships that are medically based to evaluate if it would be suitable for vocational nursing students clinical education.

I would plan to schedule an appointment weekly with potential acute sites who would discuss allowing vocational nursing students to do clinicals in their facility. The Program Director will place clinical site expansion on the Advisory Board Meeting agenda for discussion at the next schuled meeting.

Effective: Immediately

N- Evaluation of student achievement currently is appropriate; however I would like to see more creative ways to evaluate how much the VN students are actually learning. ATI is an excellent external tool as well as HESI exams. We currently use ATI comprehensive as our level completion proctored exams fundamentals, medical surgical, maternal child, psychiatric and comprehensive exit exams.

Action: The Program Director and faculty will create criteria to evaluate student presentations using anatomy and physiology presentation boards depicting disease states. Various disease concepts presentations and their nursing care, patient teaching, health promotion and maintenance will be instituted in the program. Students will be encouraged to prepare scripts for health education videos for community education presentation in homeless shelters, girl and boy scout troops as well as homeless pregnant women. Such projects will be exciting to do as well as reinforce the science of nursing and the positive effects it yields.

Effective: Next BVNPT approved class start

O- Enrollment Data

Currently, there are 7 students enrolled in the Vocational Nursing Program.

Date class started: June 11, 2012

Date class will complete: September 20, 2013

The Nursing Department here at Valley College of Medical Careers is committed to excellence in nursing education. We believe the administration is very supportive to the needs of the department and is willing to improve the processes necessary to improve the admission of VN students as well as the education of all students here at the college.

Our timetable for implementation of actions will impact the vocational nursing education of our present students as well as any future students. We will continue to work closely with our Nursing Education Consultant to improve the program and thus increase the NCLEX pass rates.

This analysis has revealed areas that the vocational nursing program can improve to help the students achieve their goals of becoming a licensed vocational nurse. I am encouraged that the NCLEX scores will improve with the students that have been the recipients of the immediate changes that were instituted. If given the opportunity to have another cohort of students to demonstrate that all the will benefit future students.

I sincerely appreciate you Ms. Hinckley for your patience and time in assisting me to help the current students here at VCMC. I welcome any recommendations you may have to help increase our NCLEX scores.

If you need further explanation regarding this comprehensive analysis, please contact me at 818-883-9002.

Sincerely,

Carol A. Williams RN, BSN
VN Program Director
Valley College of Medical Careers

Agenda Item #13.A.7. Attachment D.



STATE AND CONSUMER SERVICES AGENCY • GOVERNOR EDMUND G. BROWN JR.
BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945
Phone (916) 263-7800 Fax (916) 263-7859 Web www.bvnpt.ca.gov



CERTIFIED MAIL

November XX, 2013

Carol Williams
Director, Vocational Nursing Program
Valley College of Medical Careers
8399 Topanga Canyon Boulevard, Suite 200
West Hills, CA 91304

Subject: Notice of Change in Accreditation Status

Dear Ms. Williams :

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 22, 2013, the provisional approval status of the Valley College of Medical Careers Vocational Nursing Program has been extended for the two –month period from November 30, 2013 through January 31, 2014. The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing accreditation completely.

Once you have reviewed this letter, please sign and return the enclosed “Acknowledgement of Change in Accreditation Status” form by **Friday, December 6, 2013**.

AREAS OF NON-COMPLIANCE [VIOLATION(S)]

In accordance with Section 2526.1(c) of title 16 of the California Code of Regulations,

“The Board may place any program on provisional accreditation when that program does not meet all requirements as set forth in this chapter and in Section 2526...”

Section 2530(l) of title 16 of the California Code of Regulations states:

“The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of accredited vocational nursing schools for the same period.

- (l) Failure to maintain the required yearly average minimum pass rate for two years or eight consecutive quarters may be cause to place a program on provisional accreditation.”

The program pass rates of the Valley College of Medical Careers Vocational Nursing Program for the past 16 quarters are set forth in the following table.

NCLEX-PN® Licensure Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Oct – Dec 2009	73%	50%	-23
Jan – Mar 2010	74%	47%	-27
Apr – Jun 2010	75%	50%	-25
Jul – Sep 2010	75%	46%	-29
Oct – Dec 2010	76%	54%	-22
Jan – Mar 2011	77%	59%	-18
Apr – Jun 2011	76%	63%	-13
Jul – Sep 2011	76%	62%	-14
Oct – Dec 2011	75%	53%	-22
Jan – Mar 2012	74%	45%	-29
Apr – Jun 2012	74%	37%	-37
Jul – Sep 2012	74%	31%	-43
Oct – Dec 2012	74%	34%	-40
Jan – Mar 2013	73%	33%	-40
Apr – Jun 2013	73%	31%	-42
Jul – Sep 2013	74%	44%	-30

Based on this data, the program failed to comply with regulatory requirements relative to the admission of students. Further, the program failed to maintain the annual average pass rate requirement.

REQUIRED CORRECTION(S)

1. Extend the program's provisional approval for the two (2) month period from December 1, 2013 through January 31, 2014 (see Attachment D).
2. Require the program to obtain and submit for Board approval clinical facility sites sufficient to provide clinical experience in Maternity Nursing consistent with the approved instructional plan.
3. Require the program to submit a clinical rotation calendar verifying the scheduling and completion of Maternity Nursing experience for the enrolled students that is consistent with the approved instructional plan.
4. Place the program on the February 2014 agenda for reconsideration of provisional approval.
5. The program shall comply with all accreditation standards in article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and

article 5 of the Board's regulations, commencing at California Code of Regulations, title 16, section 2526.

6. The program shall demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's accreditation.
7. Failure to take any of these corrective actions may cause the full Board to revoke the program's accreditation.

In the event additional violations of the approval standards are identified, such violations may result in further corrective action or revocation of provisional accreditation.

FUTURE BOARD ACTION

Your program will be placed on the **February 2014** Board Meeting agenda, at which point the Board may revoke or extend the program's approval. If you have additional information that you wish considered beyond the required corrections listed on page 3 and 4, you must submit this documentation by the fifteenth day of the second month prior to that Board meeting.

OTHER IMPORTANT INFORMATION

Please be advised that, pursuant to the Board's regulations, the program will not be authorized to admit new classes beyond the established pattern of admissions previously approved by the Board. The established pattern of admissions approved by the Board is as follows: **Based on the above corrections, the full Board's permission will be required for each future class admission.**

In the event your program is required to submit any report(s) as a corrective action pursuant to this notice, such reports are required in addition to any other reports required pursuant to 2527 of the Board's regulations.

The program may no longer advertise that it has full approval, and should take steps to correct any ongoing advertisements or publications in that regard.

A copy of title 16, California Code of Regulations, section 2526.1, regarding provisional accreditation is attached for your reference. A complete copy of the Board's laws and regulations can be found on the Board's web site at www.bvnpt.ca.gov.

Should you have questions, please do not hesitate to contact the Board.

Sincerely,

TERESA BELLO-JONES, J.D., M.S.N., R.N.
Executive Officer

Enclosures

cc: Board Members

TBJ:cca