

Agenda Item #8.A.9.



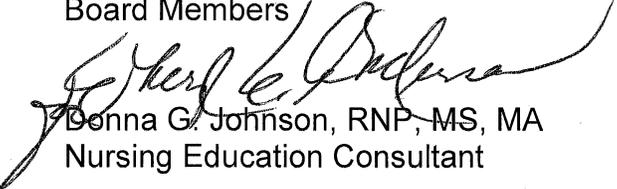
BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

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DATE: January 28, 2015

TO: Board Members

FROM: 
Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant

SUBJECT: Preferred College of Nursing, Van Nuys, Vocational Nursing Program – Reconsideration of Provisional Approval Based on Report of Unannounced Survey Visit (Director: Sasha Rarang, Van Nuys, Los Angeles County – Private)

On May 16, 2014, the Board placed the Preferred College of Nursing, Van Nuys, Vocational Nursing Program on provisional approval for the four – month period from May 16, 2014, through September 30, 2014, due to pass rates that were noncompliant with regulatory requirements as set forth in Section 2530 (l) of the Vocational Nursing Rules and Regulations, which 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 approved vocational nursing schools for the same period.”

The Board extended the program’s provisional approval until May 31, 2016 pending the director’s submission of a comprehensive analysis of the program no later than June 1, 2014.

On May 30, 2014, the Board received the required comprehensive analysis from the program director and provisional approval was extended until May 31, 2016.

On September 12, 2014, the Board denied approval of the program’s request to admit a class due to continued noncompliant pass rates on the licensing examination and the program’s lack of sufficient clinical experiences to support competency – based objectives.

On October 28 and 29, 2014, Board representatives conducted an unannounced onsite inspection of the program.

The program is presented for consideration of findings of the unannounced program survey visit and for reconsideration of its provisional status.

History of Prior Board Actions

(See Attachment A – History of Prior Board Actions)

Enrollment

The Preferred College of Nursing, Van Nuys, Vocational Nursing Program is required to obtain approval by the full Board prior to admitting classes.

The following table represents **current** student enrollment based on class starts and completions. The table indicates **a maximum enrollment of 109** students for the period of **May 2010 through February 2016**. There are currently **45** enrolled students.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
5/10 PT – Eve		27	14	14
11/10 PT – Eve		15	8	14 + 8 = 22
12/10 FT – Day		15	14	22 + 14 = 36
3/11 PT – Day		17	15	36 + 15 = 51
9/11 PT – Eve		17	14	51 + 14 = 65
	12/11 (12/10 FT Day)		-14	65 – 14 = 51
1/12 FT – Day		32	21	51 + 21 = 72
	1/12 (5/10 PT Eve)		-14	72 – 14 = 58
2/12 PT – Eve		19	14	58 + 14 = 72
6/12 FT - Eve		16	15	72 + 15 = 87
	8/12 (11/10 PT Eve)		-8	87 – 8 = 79
8/12 PT – Eve		26	16	79 + 16 = 95
	10/12 (3/11 PT Day)		-15	95 – 15 = 80
11/12 PT – Day		25	20	80 + 20 = 100
12/12 FT – Day		17	9	100 + 9 = 109
	12/12 (1/12 Day)		-21	109 – 21 = 88
3/13 PT – Eve		22	15	88 + 15 = 103
	3/13 (9/11 PT Eve)		-14	103 – 14 = 89
	6/13 (6/12 FT Eve)		-15	89 – 15 = 74
9/13 PT – Day	4/15	20	19	74 + 19 = 93
	10/13 (2/12 PT Eve)		-14	93 – 14 = 79

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
12/13 FT – Day	12/14 Changed TBD	8	7	79 + 7 = 86
	12/13 (12/12 FT Day)		-9	86 – 9 = 77
3/14 PT – Eve	2/16	20	19	77 + 19 = 96
	4/14 (8/12 PT Eve)		-16	96 – 16 = 80
	7/14 (11/12 PT Day)		-20	80 – 20 = 60
	9/14 (3/13 PT Eve)		-15	60 – 15 = 45

Licensing Examination Statistics

The following statistics, furnished by the 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 July 2008 through December 2014 specify the pass percentage rates for graduates of the Preferred College of Nursing, Van Nuys, Vocational Nursing Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®).

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 [CCR §2530(I)]	Variance from State Average Annual Pass Rate
July – Sep 2008	20	12	60%	70%	75%	74%	+1
Oct - Dec 2008	18	12	67%	73%	70%	73%	-3
Jan - Mar 2009	16	9	56%	70%	62%	72%	-10
Apr - Jun 2009	29	18	62%	71%	61%	70%	-9
July - Sep 2009	35	22	63%	74%	62%	72%	-10
Oct - Dec 2009	30	18	60%	76%	61%	73%	-12
Jan - Mar 2010	18	11	61%	76%	62%	74%	-12
Apr - Jun 2010	21	13	62%	74%	62%	75%	-13
Jul - Sep 2010	13	9	69%	76%	62%	75%	-13
Oct - Dec 2010	9	6	67%	77%	64%	76%	-12
Jan - Mar 2011	20	16	80%	80%	70%	77%	-7
Apr - Jun 2011	16	10	63%	71%	71%	76%	-5
Jul - Sep 2011	9	5	56%	74%	69%	76%	-7
Oct - Dec 2011	5	5	100%	74%	70%	75%	-5
Jan - Mar 2012	6	4	67%	77%	67%	74%	-7
Apr - Jun 2012	15	7	47%	72%	60%	74%	-14
Jul - Sep 2012	13	6	46%	74%	56%	74%	-18

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 [CCR §2530(I)]	Variance from State Average Annual Pass Rate
Oct - Dec 2012	7	4	57%	70%	54%	74%	-20
Jan - Mar 2013	4	2	50%	75%	49%	73%	-24
Apr - Jun 2013	4	3	75%	78%	54%	73%	-19
Jul - Sep 2013	12	7	58%	75%	59%	74%	-15
Oct - Dec 2013	17	7	41%	76%	51%	76%	-25
Jan - Mar 2014	19	8	42%	74%	48%	76%	-28
Apr - Jun 2014	7	4	57%	66%	47%	73%	-26
Jul - Sep 2014	11	7	64%	72%	48%	73%	-25
Oct - Dec 2014	7	5	71%	72%	55%	72%	-17

*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.

California Code of Regulations section 2530(I) 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 approved vocational nursing schools for the same period.”

Examination statistics for the period of July 2008 through December 2014 substantiate the program’s noncompliance for 11 consecutive quarters.

Based on the **most recent data** available (October through December 2014), the program’s average annual pass rate is **55%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time is 72%. The average annual pass rate for the Preferred College of Nursing, Van Nuys, Vocational Nursing Program is **17 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 21. Eight (8) instructors teach clinical.

For a maximum enrollment of 109 students and with one instructor per fifteen (15) students in clinical experiences, eight (8) instructors are needed. Therefore, the existing faculty meets regulatory requirements regarding minimum faculty per number of students for the current enrollment.

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

“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 **lacks** sufficient clinical facilities to afford the number type and variety of patients that will provide clinical experience consistent with competency - based objectives and theory.

Program Survey Visit

On October 28 and 29, 2014, an unannounced program inspection was conducted by Board representatives. During the two (2) day visit, Board representatives assessed the physical resources for the program, examined records, including files of currently enrolled and recently graduated students, facilitated discussions with the program director and other program staff, visited a clinical facility and interviewed students, a clinical instructor, and facility staff.

An assessment of program resources follows.

➤ ***Classroom Space***

A classroom with 30 chairs, a video camera, and a white board was noted. A classroom with 24 chairs, white board, overhead projector, video cassette recorder set-up, and projector for use with a computer was in use. Both classrooms were noted to be in poor condition with dirty and stained carpets, few commonly utilized instructional aides (such as posters and models), and the classroom in use had an overflowing trash can.

➤ ***Computer Lab and Library***

The computer lab also served as a conference room. A skeleton and white board were in the room and, with 44 students enrolled at the time of the survey visit, fourteen computers were available for student use at assigned times. The library contained one computer with internet access, some videos and DVDs, and duplicate copies of texts. A list of resources in the library was not available.

➤ ***Skills Laboratory***

Board representative observed that the Skills Laboratory consisted of five (5) beds without side rails in evidence and a total of one well used mannequin with a tracheostomy and colostomy site. Also noted were suction set-up, sphygmomanometer, oxygen tubing, and miscellaneous equipment for mobility, such as a walker and wheelchair. Personal care equipment was also noted, as were scales and a sharps container. Two sinks were available. Models of body parts were stained and dirty. There was a model of a fetus in utero and a birthing pelvis with newborn. While the lab did contain some supplies related to wound care, care of a tracheostomy, and a medication cart, there were minimal sterile supplies and protective personal equipment for students to practice with. The room was large and contained tables and chairs, monitor for videos, and a small desk and chair.

Based on observation and analysis of program documents and materials provided during and continuing after the program survey visit, **16** violations were identified. On November 12, 2014, A Notice of Violations was sent to the Program. On November 19, 2014, revision of the numbering, but not content, of the violations was sent to the program. (See Attachment B) On December 15, 2014, the program's response was received by the Board. (See Attachment C).

Section 2526(a)(7) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (7) Instructional Plan.”

Violation #1: Analysis of documents provided by the program during the survey visit and interviews with an instructor and the director evidenced the program's failure to provide instruction consistent with the Board - approved instructional plan.

Status: This violation is **not corrected**.

On December 15, 2014, the program submitted a document titled “Curriculum.” This document does not match the Board – approved Instructional Plan, dated 2000, submitted by the program at its inception and it does not match the Instructional Plan reviewed in 2010 as part of the evaluation of the program for ongoing approval. This document also does not match the documents given to Board representatives during the survey visit when the Board – approved instructional plan was requested.

Also on December 15, 2014, the program submitted a document titled “Instructional Plan.” This document matches the instructional plan approved by the Board in 2001. This document does not match the documents given to Board representatives during the survey visit when the Board – approved instructional plan was requested.

Section 2526(a)(8) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (8) Evaluation methodology for curriculum.”

Violation #2: Board files confirm that the program has a methodology and procedure for evaluation of the curriculum. However, program representatives failed to produce documentation substantiating that the curriculum had been evaluated to determine its currency, effectiveness, consistency with the NCLEX/PN® test plan, or the need for revision. Further, the director verified that the curriculum was not being evaluated and she requested help in understanding how to evaluate a curriculum.

Status: This violation is **not corrected**. On December 15, 2014, the program submitted materials from 2013 outlining how a curriculum could be evaluated and the program submitted a mention in a September 21, 2013

faculty meeting that the curriculum should be evaluated. The materials submitted contained the statement, "Delegation of tasks to be announced." No evidence of evaluation of the curriculum was submitted.

As specified in the Notice of Violations, the program was required to submit a plan for evaluation of the curriculum and a timeline in which curriculum evaluation will be accomplished.

Section 2526(a)(11) of the Vocational Nursing Rules and Regulations states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:

... (11) Evaluation methodology for clinical facilities."

Violation #3: Board files confirm that the program has a methodology and procedure for evaluation of clinical facilities. Program representatives failed to produce documentation substantiating that clinical facilities had been evaluated. There were some examples of students evaluating some of the clinical facilities. However, there was no indication of follow – up with the concerns expressed by the students.

Status: This violation is **not corrected**. In response to the violations, the program submitted the following:

- 1) The following statement in the December 15, 2014 response to the Notice of Violations: "Furthermore, the clinical coordinator for the program will be assigned to Perform supervisory visit to clinical facility to ensure close link between theory and clinical will be work out."
- 2) A clinical instructor's evaluation of one site, the site at which the instructor taught, dated April 27, 2013. The instructor is also listed as the Director of that particular facility.
- 3) An Externship Student Survey from one student dated July 2014.
- 4) A June 2012 faculty meeting note with one paragraph regarding the need for more theory to clinical coordination and the following statement, "It was also suggested that since there are some laboratory equipment still lacking, some skills should be performed in the clinical like assessing the content of a crash cart which the school do not have."
- 5) A June 22, 2013 list of faculty workshops unrelated to evaluation of clinical facilities.
- 6) A June 29, 2013 faculty workshop on test writing.

As specified in the Notice of Violations, the program was required to propose a timeline for ongoing evaluation of clinical facilities along with a list of components for the evaluation of its clinical facilities.

Section 2526(a)(13) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (13) Screening and selection criteria.”

Status: This violation is **not corrected**.

The program was requested to complete the following by December 15, 2014:

1. Provide a plan for correction that describes how the program will follow the policy for screening and selection of applicants to the program.
2. Provide verification of training, of all individuals associated with the school, regarding admission, screening and selection policies.

The program submitted the following plans:

1. Create back-up documentation of the entrance test results, including photocopies of all entrance test results filed separately for reference purposes.
2. Closely monitor the filing and auditing of individual student records to ensure that these records are complete and in order.
3. “The Director of Nursing supervises, guides, and advises all personnel associated in the screening and selection of applicants for admission.” Further, according to the program, the nursing director will meet with other personnel involved in screening and admissions and the director of the vocational nursing program will conduct the final interview and decide to deny or grant admission.

If implemented as presented, the submitted plan will correct problems with filing entrance test results. However, the submitted plan **does not** address the critical need of screening of all applicants to the program.

Section 2526(a)(16) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (16) List of resources for provision of counseling and tutoring services for students.”

Violation #5: No list of resources was found on campus or in the Student Catalog. The Student Catalog describes an Office of Student Services. The Student Catalog further states: “**Counseling and Advising Services** – where students obtain help with educational, career, and personal concerns from a trained staff of counselors, specialists, and advisors.” The director confirmed that no licensed or trained specialists are on staff. No list of outside resources for either tutoring or counseling is offered to students.

Status: This violation is **corrected**. The program submitted a list of counseling, advising, and tutoring services to be added to the Student Handbook and posted on student bulletin boards.

Section 2527(b) of the Vocational Nursing Rules and Regulations states:

“A school shall report to the Board within ten days of the termination of a faculty member.”

Violation #6: Examination of program records substantiated that the program has failed to notify the Board of the termination of program faculty as prescribed by regulation. Board representatives examined all files of current faculty at the school. The program reports utilizing twenty-two part – time faculty. The 2014 Annual Report lists three (3) faculty members who are no longer teaching in the program.

Status: This violation is **corrected**. Subsequent to the inspection, the program acknowledged the lack of reporting and identified current faculty and assignments.

Section 2530(a) of the Vocational Nursing Rules and Regulations states:

“The program shall have sufficient resources, faculty, clinical facilities, library, staff and support services, physical space, skills laboratory and equipment to achieve the program’s objectives.”

Violation #7: Survey observations and an analysis of staff and support services, supplies, equipment, and physical space required to accommodate the maximum or current enrollment confirmed that that the program lacks sufficient resources to achieve its objectives.

Submitted enrollment data states the program currently has 45 students enrolled. The program has fourteen (14) computer stations available to students in the computer lab. Class room walls were nearly bare, with only a few posters or visual aids. The director reported the loss of support staff, prep time for instructors, and verbalized staff hours have been reduced. The director also reported that NCLEX review and the use of ATI had been discontinued due to economic problems at the school. She noted that currently the school is again providing NCLEX review and a partial product from ATI that provides some proctored tests for students. The assistant director reported that the director’s hours are less than previously allotted.

Board representative observed that the skills lab consisted of five (5) beds and a total of one mannequin with a tracheostomy. Two sinks were available. Models of body parts were stained and dirty. There was a model of a fetus in utero and a birthing pelvis with newborn. While the lab did contain some supplies related to wound care, care of a tracheostomy, and a medication cart, there were minimal sterile supplies and protective personal equipment for students to practice with.

Status: This violation is **not corrected**. The program reported that management is “interviewing additional support staff to manage the skills laboratory among other responsibilities.” The program also reported contracting with a cleaning crew as of November 1, 2014. A list of support staff was provided.

In terms of computers for students and for testing, the program reported that six (6) new computers are stored and that with the 14 computers available to the 45 students, “we’ve managed to split and rotate each of the larger class when using the computer stations as much as we do during their clinical rotations.”

The program described that ATI predictor testing “was gradually being re-introduced” starting in the third quarter of 2013 and an in-house NCLEX review was being conducted at the school. After graduation, NCLEX review “by an outside source was being offered as an option.”

A list of basic, non-sterile, supplies and personal protective equipment was provided with the statement that supplies were to be purchased “within the next two weeks.” The program also stated that, “Subsequent acquisition will be made as soon as the Skills Lab Coordinator or additional support staff position is fulfilled...”

Section 2530(f) of the Vocational Nursing Rules and Regulations states:

“The program’s instructional plan shall be available to all faculty.”

Violation #8: The program failed to provide an instructional plan that was available for all faculty. (See Violation #1)

Status: This violation is **not corrected**. The program provided two (2) lists of faculty signatures with a statement that the faculty signing have reviewed and understand the instructional plan. However, those lists are inconsistent with the list of current program faculty. The first list provided includes some faculty that were reported as terminated in the past. The second list provided includes some faculty names who reportedly have not taught at the school since 2013.

Section 2530(g) of the Vocational Nursing Rules and Regulations states:

“Each school shall have on file proof that each enrolled student has completed a general education course of study through the 12th grade or evidence of completion of the equivalent thereof. Equivalency is determined by the Department of Education in any of the United States or by a nationally-recognized regional accrediting body. “

Violation #9: The program failed to have on file proof that each enrolled student has completed a general education course of study through the 12th grade or the equivalent thereof, as required. Board representatives reviewed the files of all current students and the most recent graduates. A total of two (2)

student files did not contain documentation of completion of high school or equivalency.

Status: This violation is **not corrected**. The program submitted documentation of equivalency for one student. However, to date, the program failed to submit evidence of completion of high school or equivalency for the remaining student identified during the inspection.

Section 2530(i) of the Vocational Nursing Rules and Regulations states:

“The school shall evaluate student performance to determine the need for remediation or removal from the program.”

Violation #10: Review and analysis of student files provided during the inspection confirmed that the program failed to evaluate student performance, identify deficit performance, develop a plan and timeline for remediation, or complete reevaluations to ensure resolution of identified deficits.

Board representatives reviewed files of all current students and the most recent graduates, including the program’s grade books. Grade books documented below minimum final exam grades. In some cases, there were no indications of any remediation of the failing grade. Other documentation indicated that multiple students failed unit tests. However, documentation of a remediation plan, tutoring, and subsequent follow-up to the remediation plan were not in evidence in student files or other program documents.

Status: This violation is **not corrected**. The program submitted a plan of correction. However, to date, documentation confirming implementation has not been received. Further, the submitted plan did not address the number of times a remediation examination will be given for each course nor the number of courses that can be remediated by students prior to termination from the program.

Section 2530(j)(1) of the Vocational Nursing Rules and Regulations states:

“Each school shall advise students, in writing, of the following:
(1) Right to contact the Board of program concerns.”

Violation #11: The right to contact the Board was not in evidence in the program’s student handbook, nor was it posted on site.

Status: This violation is **corrected**. The program submitted a notice and documentation confirming its posting on student bulletin boards and inclusion in the Student Handbook.

Section 2530(j)(4) of the Vocational Nursing Rules and Regulations states:

“Each school shall advise students, in writing, of the following:
(4) List of Board approved clinical facilities. “

Violation #12: A list of Board – approved clinical facilities was not posted in the student handbook nor posted on site, as required.

Status: This violation is **corrected**. Subsequent to the inspection, the program submitted a list of signatures from two (2) of the three (3) classes of current students. The students have signed a statement that they have received a copy of the list of Approved Clinical Facilities.

Section 2530(l) of the Vocational Nursing Rules and Regulations states:

“The Board 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 approved vocational nursing schools for the same period.”

Violation #13: The program’s average annual pass rate has been greater than ten (10) percentage points **below** the state average annual pass rate for fifteen (15) of the twenty – five (25) quarters for which data were examined. Over the last 11 consecutive quarters, the program’s average annual pass rates have been 14 - 28 percentage points below state average annual pass rates.

Status: This violation is **not corrected**. The violation will be corrected when published examination statistics substantiate compliance with regulatory requirements.

Section 2533(a) of the Vocational Nursing Rules and Regulations states:

“Vocational nursing programs shall include theory and correlated clinical experience.”

Violation #14: The Board - approved curriculum includes theory and correlated clinical experience. However, observation and an analysis of reported clinical rotations confirms that the program failed to provide clinical experience that correlates with presented didactic content in Maternity Nursing for the enrolled population. Students receiving didactic instruction in Maternity Nursing at the time of the survey visit were assigned clinical experience in an adult skilled nursing facility. According to the director and an instructor, the program lacks clinical sites that will provide clinical experience in Maternity Nursing for the enrolled students.

Status: This violation is **not corrected**. On December 5, 2014, the Board approved a medical office that will provide clinical experience in Maternity Nursing. Facility representatives confirmed that a maximum of four (4) students at a time may be assigned for less than 20 hours per week, primarily in blocks of time not longer than 3.5 hours. When interviewed by Board staff prior to approval of the facility, the physician noted the available experience would be primarily observation only.

As of December 12, 2014: Board representatives conducted a review and analysis of all clinical facilities presented as currently utilized on the 2014 Annual Report. The following was identified:

- 1) Kaiser Panorama City Medical Center has had no students from the Preferred College of Nursing, Van Nuys, Vocational Nursing program since the contract was signed 6/9/09.
- 2) All Saints Healthcare has never had students from the program in pediatric units.
- 3) Family Health Care Clinic has not had students from the program pediatric experience since September 2011. The site reported that a representative from the program called approximately one month ago but they are not accepting students at this time.
- 4) Totally Kids has not provided clinical experience for the program's students at any time.

On January 5, 2015, the program submitted plans to rotate students through one Board – approved pediatric facility and also submitted a document indicating students rotated through that facility in November 2013.

On January 7, 2014, the Education Director of the pediatric facility again stated to a Board representative that no students from this program have presented for pediatric clinical experience. The Education Director of the facility noted that while this program has scheduled students in the past, the students did not attend and the program did not cancel. He further noted that he has scheduled students from this program to attend pediatric clinical experiences in 2015.

Section 2882 of the Vocational Nurse Practice Act states:

“The course of instruction of an approved school of vocational nursing shall consist of not less than the required number of hours of instruction in such subjects as the board may from time to time by regulation determine, together with the required number of hours in the care of medical, surgical, obstetrical patients, sick children, and such other clinical experience as from time to time may be determined by the board.”

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. Clinical objectives which students are expected to master shall be posted on patient care units utilized for clinical experience.”

Violation #15: As noted in Violation #14, analysis of documents and information provided by the program and reported representatives of identified clinical facilities confirms that the program lacks adequate clinical facilities providing clinical experience in Maternity Nursing for the enrolled students.

Additionally, Board representatives observed that clinical objectives were not posted on the nursing unit of a clinical facility to which students are assigned. As identified by the director and the clinical instructor, student assignments are based on need of the facility rather than the clinical objectives the students are expected to accomplish. Students interviewed in the last term of the program at the clinical site reported they had not performed tasks commonly included in basic practice such as catheter insertion and suctioning.

Status: This violation is **not corrected**. See Violation #14.

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

“Schools are responsible for the continuous review of clinical facilities to determine if the student’s clinical objectives for each facility are being met.”

Violation #16: As noted in Violation #3, program representatives failed to produce documentation substantiating the evaluation of clinical facilities.

Status #16: This violation is **not corrected**.

Other Considerations

As noted previously, the Board placed the program on provisional approval for the four – month period from May 16, 2014 through September 30, 2014, and rescinded approval of the program’s ongoing admissions, on May 16, 2014, due to noncompliance with regulatory requirements regarding program pass rates. At that time, the program’s average annual pass rate was 48% and the program had been non-compliant with pass rates for eight (8) quarters. The Board issued a Notice of Change in Approval Status and required correction of violations. That Notice was acknowledged by the director on May 29, 2014. (See Attachment E). Additionally, the Board required the submission of a plan to improve program pass rates on the licensure examination.

On May 30, 2014, in response to the Board’s requirement, the program submitted a plan of action to improve its licensure examination pass rate. The plan, which was attached to the September 2014 Board report, described previous interventions and revisions of program elements, including the following modifications:

➤ **Admission, Screening and Selection Criteria.**

The program’s entrance exam was modified to measure basic reading comprehension, vocabulary, and math. A 300 word essay on either a health or science topic was added. The successful candidate for the VN program is required to score an 80% on the entrance exam, pass the essay portion of the exam, and pass a panel interview.

➤ **Faculty.**

Biannual in-service education on assessment, effective teaching strategies, curriculum development, and other educational topics will be presented.

➤ **NCLEX Pass Rate.**

Graduates who have not completed the NCLEX-PN® will be offered a review course.

The Director had requested approval of a major curriculum revision to be implemented with the proposed September 26, 2014 class. However, the revision was never completed.

On September 12, 2014, the Board denied the program's request to admit students **and** required the program to submit documentation of approved clinical experience for Obstetrical and Pediatric Nursing. To date, the required documentation has not been received.

On October 28 and 29, 2014, an unannounced program survey visit was conducted by Board representatives. A total of 16 violations were identified. On November 26, 2014, the Board notified the program of placement on the February 2015 Board meeting agenda and requested information for preparation of this report to the Board. (See Attachment F).

On December 1, 2014, the director notified the Board of her resignation.

On December 5, 2014, the Board sent, via certified mail, a letter to the program administrator regarding the need for active administration of the program by a Board – approved director. (See Attachment G).

On December 12, 2014, after further review and analysis, it was determined that the program had not been utilizing any pediatric clinical facilities for the past three (3) years. The Board sent, via certified mail, a letter to the program regarding additional required corrections specific to the lack of pediatric clinical experiences. (See Attachment H).

On December 15, 2014, program representatives submitted a response to the identified violations. (See Attachment C). Also on that date, the Board received a response from the program administrator. (See Attachment I).

On December 29, 2014 the administrator submitted an electronic request to admit students to be considered at the February 2015 Board meeting.

On December 29, 2014, a new director was approved by the Board. To date, the Board has not received documentation confirming the director's completion of the Board's required orientation.

In summary, the program's average annual pass rates have been **more than ten (10)** percentage points **below** State average annual pass rates for **16** of the previous **26** quarters. For the last **11 consecutive quarters** (April 2012 through December 2014), the program's average annual pass rate has been in excess of ten (10) percentage points **below** State average annual pass rates. For the current reporting period, October through December 2014, the program's average annual pass rate was **55%**, **17 percentage points below** the State average annual pass rate.

Further, the program failed to submit documentation confirming adequate clinical experience in Pediatric Nursing and Maternity Nursing for the enrolled students. All of the clinical facilities that the program lists as providing pediatric experience stated that no students from the program were assigned to the facility since 2011.

Further, significant violations identified on the recent program survey visit remain uncorrected, including lack of evaluation of clinical facilities, lack of evaluation of the curriculum, lack of clarity regarding implementation of the Board – approved instructional plan, and lack of adequate clinical facilities to support achievement of the competency – based objectives.

There are currently 45 students enrolled in three classes. The class that was scheduled to graduate in December 2014, a group of seven (7) students, is reported to be in the process of completing required clinical experience in Maternity Nursing and Pediatric Nursing. That class is expected to graduate, on a date not yet specified, in spring of 2015. Another class of 19 students is scheduled to graduate in April 2015. The third class, a part – time group of 19 students, is not scheduled to graduate until February 2016.

Recommendations:

1. Require the Preferred College of Nursing, Van Nuys, to correct violations identified during the onsite inspection and submit a report identifying implemented interventions no later than **March 1, 2015**.
2. Continue to require the program to admit no additional classes without prior approval by the full Board.
3. Require the program director to submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation by **March 1, 2015**.
4. Require the program director, under penalty of perjury, to submit documentation of clinical experiences for both Pediatric and Maternity Nursing for all students scheduled to graduate in 2015 **prior** to graduation.
5. Require the program to submit a written report no later than **March 13, 2015**. The report shall include a comprehensive analysis of the program including identification of factors negatively impacting student achievement, specific actions taken to improve program pass rates, dates of implementation, the effect of employed interventions, and specific program resources required for achievement of program objectives. 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.
6. Continue to 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.
 7. Continue to 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. Continue to 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.
 9. Continue the program's placement on the program on the Board's May 2016 for reconsideration of provisional approval.

Rationale: Despite having been placed on provisional approval since May 16, 2014, the program has failed to demonstrate incremental progress in correcting identified violations. Licensure pass rates remain non – compliant with regulatory requirements.

Additionally, 16 violations of statutory and regulatory requirements were identified during an unannounced program inspection. To date, twelve (12) of the identified violations remain uncorrected. Those violations include verified failure of the program to provide clinical experience in Maternity Nursing and Pediatric Nursing for the past three (3) years. It is imperative that the program submit documentation confirming the correction of identified violations.

Failure to submit the required reports may result in the program's placement on the May 2015 agenda for the Board's reconsideration of its provisional status.

Board staff will continue to closely monitor the program's progress toward correcting identified violations and improving the licensure pass rates.

- Attachment A: History of Prior Board Actions
- Attachment B: Board correspondence dated November 19, 2014: Notice of Violation, revised
- Attachment C: Program Correspondence received December 15, 2014: Response to Violation
- Attachment D: Page 13 of Program Correspondence received December 15, 2014: Response to Violation
- Attachment E: Notice of Change in Approval Status dated May 27, 2014 and acknowledgement from director dated May 29, 2014
- Attachment F: Board correspondence dated November 26, 2014: Letter regarding consideration of approval status
- Attachment G: Board correspondence dated December 5, 2014: Letter regarding need for active administration
- Attachment H: Board correspondence dated December 12, 2014: Letter regarding additional required action
- Attachment I: Program correspondence dated December 10, 2014: Letter regarding active administration

Agenda Item #8.A.9., Attachment A

PREFERRED COLLEGE OF NURSING, VAN NUYS VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- On April 27, 2001, the Board approved the school's request to begin a part-time weekend vocational nursing program with an initial class of 20 students on May 11, 2001, only. The Board also approved the vocational nursing curriculum of 1,550 hours, including 590 theory and 960 clinical hours. The program is 75 weeks in length. Classes are held on Fridays, Saturdays and Sundays. There are 5 terms, each 15 weeks long.
- On September 6, 2002, the Board approved initial accreditation for the Preferred College of Nursing Vocational Nursing Program for the period from May 11, 2001, to September 5, 2006. Additionally, the Board approved the school's request to admit 20 students into the part-time weekend class on December 8, 2002, only, to **replace** students graduating December 7, 2002.
- On June 20, 2003, the Board approved the school's request to begin a second 75-week part-time evening program of 20 students on July 8, 2003, only. This class is known as the part-time Tuesday-Thursday class.
- On September 19, 2003, the Board approved the school's request to begin a full-time program of 20 students on October 10, 2003, only.
- On February 20, 2004, the Board approved the school's request to begin a part-time program (Wednesday and Friday class) of 20 students on March 26, 2004, only.
- On May 14, 2004, the Board approved the program's request to admit 30 students into the part-time week-end class starting June 18, 2004, only, to replace students graduating on June 13, 2004.

The Board approved the program's request to increase class size from 20 to 30 students per class in both the part-time and full-time programs.

The Board approved on-going admissions to **replace** graduating classes, only, for the Preferred College of Nursing, Panorama City, Vocational Nursing Program with the stipulation that no additional classes are to be added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes 1 part-time weekend class, 1 part-time Tuesday & Thursday evening class, 1 part-time Wednesday & Friday evening class and 1 full-time class Monday through Friday per year, each admitting 30 students per class.

- On September 10, 2004, the Board approved the program's request to admit 30 students into a fourth part-time Tuesday, Wednesday, Thursday class starting on October 28, 2004, only, with a projected completion date of May, 2006.
- On April 21, 2005, the director notified the Board of a location and address change to Van Nuys, California. The name of the school was changed to reflect this change as Preferred College of Nursing, Van Nuys.
- On June 20, 2005, the director submitted a plan to improve NCLEX-PN pass rates, as requested by the consultant.
- On September 16, 2005, the Executive Officer approved the program's request to admit 30 students into the Monday through Friday full-time class starting on September 19, 2005, with a projected graduation date of September 22, 2006, replacing the students that graduate on September 28, 2005; approved the program's request to admit 30 students into the Su-M-W-F part-time program starting on October 3, 2005, with a projected graduation date of June 4, 2007, to replace students graduating October 10, 2005; **and** approved ongoing admissions to **replace** graduating classes, only, for the program with the following stipulations:
 - a. No additional classes are added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes one full-time class which admits once each calendar year and four part-time classes which admit every 18 months.
 - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On October 20, 2005, the Board notified the director that the program's pass rates had fallen more than ten (10) percentage points below the state average pass rate for the fourth quarter. The school was acknowledged for submitting a written plan for pass rate improvement and requested that any additional plans currently implemented be submitted to the Board.
- On February 8, 2006, the Board notified the director that the program's pass rates had fallen more than ten (10) percentage points below the state average pass rate for the fifth quarter.
- On May 12, 2006, the Executive Officer approved continued full accreditation for the Preferred College of Nursing, Van Nuys, Vocational Nursing Program for the period from September 5, 2006, through September 4, 2010, and issued a certificate accordingly.
- On December 6, 2006, the Executive Officer approved the Preferred College of Nursing, Van Nuys, Vocational Nursing Program's request to admit 40 students into the Monday, Wednesday, Friday, and Saturday part-time program starting on January 26, 2007, with a projected graduation date of July 18, 2008.

The Board approved the program's request to increase the class size from 30 to 40 students per class.

- On January 5, 2007, the director notified the Board of a modification of the part-time program scheduled to start January 26, 2007. The start date was changed to February 6, 2007 with a projected graduation date of July 18, 2008. Instead of a Monday, Wednesday, Friday, and

Saturday schedule, a change was made to a Monday, Tuesday, Friday, and Saturday schedule.

- **On September 15, 2008 a new director was approved.**
- **On March 11, 2009 a new director was approved**
- On April 23, 2010, the Board received the program's completed Program Records Survey for Continued Accreditation and required supporting documents.
- On April 27, 2010, the Executive Officer approved the Preferred College of Nursing, Los Angeles, Vocational Nursing Program's request to admit a part-time class of 30 students on April 11, 2011, the anticipated graduation date of the class is September 16, 2011; **and** approved the program's request to admit a full-time class of 30 students on April 26, 2010, the anticipated graduation date of the class is April 29, 2011; **and** approved the program's request to change its pattern of admissions from three (3) part-time and three (3) full-time classes of 30 students per year, to four (4) part-time and four (4) full-time classes of 30 students per year, with the following stipulations:
 - a. No additional classes are added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes one full-time class admission every 12 months and three part-time programs which admit every 18 months.
 - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On July 22, 2010, the Executive Officer approved continued full accreditation for the Preferred College of Nursing, Van Nuys, Vocational Nursing Program for the period September 5, 2010 through September 4, 2014, and issued a certificate accordingly; **and**, continued approval of the program's ongoing admission pattern of one (1) full-time class of 40 students once each year and four (4) part-time classes of 40 students which admits every 18 months to **replace** outgoing students only, with the following stipulation: the program must maintain an average annual licensure pass rate within ten (10) percentage points of the California average annual licensure examination pass rate, consistent with Section 2530 (I) of the Vocational Rules and Regulations.
- On April 16, 2012, the Executive Officer approved the following recommendations:
 1. Deny Preferred College of Nursing, Vocational Nursing Program's request to admit an additional full-time evening class of 40 students and **approve** a class of 30 students with a commencement date of April 18, 2012 and graduation date of May, 25 2013 **only**.
 2. Continue the program's approval for ongoing admissions of one (1) full-time class of 40 students each year and four (4) part-time classes of 40 students every 18 months to **replace** graduating students only, with the following stipulations:

- a. No additional classes are added to the program's current pattern of admissions without prior Board approval. The current pattern is approval is one (1) Full-time class each year and four (4) Part-time classes every 18 months.
 - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
 - c. The program's average annual pass rate is no more than ten (10) percentage points below the state average annual pass rate.
- On May 16, 2014, the Board placed Preferred College of Nursing, Van Nuys, Vocational Nursing Program on provisional approval for the four - month period from May 16, 2014, through September 30, 2014, 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. **Further**, the Board rescinded approval of the program's ongoing admissions; **and** required the program to admit no additional classes without prior approval by the full Board; **and** required the program to submit a written report no later than **June 1, 2014**. The report was to include a comprehensive analysis of the program including all elements in the previously submitted plan of correction, to identify factors negatively impacting student achievement, to identify specific actions taken to improve program pass rates and dates of implementation, to identify the effect of employed interventions, and to identify specific program resources required for achievement of program objectives. **Further**, the Board directed that if the program fails to submit the report as specified by **June 1, 2014**, the program would be placed on the **September 2014** Board agenda for reconsideration of provisional approval; **and**, if the program submits the report as specified by **June 1, 2014**, the Board would extend the program's provisional approval from September 30, 2014 through May 31, 2016.

Also on May 16, 2014, the Board required the program 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 demonstrate incremental progress in correcting the violations; and if the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.

On May 16, 2014, the Board also required the program to submit follow-up reports in two (2) months, but no later than **July 1, 2014**, and 21 months, but no later than **February 1, 2016**. 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.

Also on May 16, 2014, the Board required 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 **and** the Board noted that failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

- On May 27, 2014, the Board forwarded to the director the Notice of Change in Approval Status. That document identified violations, required corrections, and timeline for completion.
- On May 30, 2014, the Board received the director's comprehensive analysis.
- On July 15, 2014, with curriculum revision in process, the Board received electronic correspondence from the director indicating she would be out of the country until August 25, 2014.
- On August 11, 2014, electronic and telephonic communication with the Assistant Director clarified the lack of obstetrical clinical experience.
- On September 12, 2014, the Board denied the program's request to admit students. The Board also required the program to admit no students without approval of the full board and the Board required documentation of approved clinical experience for obstetrical and pediatric nursing.
- On October 28 and 29, 2014, an unannounced program survey was conducted.
- On November 12, 2014, the Board sent, via certified mail, Notice of Violations.
- On November 19, 2014, the Board sent, via certified mail, revised numbering of the identified violations.
- On November 26, 2014, the Board notified the program of placement on the February 2015 Board agenda for reconsideration of provisional approval and consideration of the report of the unannounced program survey visit.
- On December 1, 2014, the Board received a notice of resignation from the program director.
- On December 5, 2014, the Board sent correspondence to the program administrator regarding the need for active administration of the program and the need for response to previous Board correspondence.
- On December 12, 2014, the Board sent, via certified mail, correspondence to the program regarding additional required corrective action.

- On December 15, 2014, the Board received the program's response to the violations.
- On December 29, 2014, the program administrator sent, via electronic correspondence, a request for placement on the February 2015 Board agenda for a request to admit students.
- On December 29, 2014, the Board informed the administrator the deadline passed on December 15, 2014.
- **On December 29, 2014, a new director was approved.**

Agenda Item #8.A.9., Attachment B



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

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CERTIFIED MAIL

November 19, 2014

Joievelynn Herra, Director
Vocational Nursing Program
Preferred College of Nursing, Van Nuys
6551 Van Nuys Blvd # 200
Van Nuys, CA 91401

Subject: Renumbering of Identified Violations (no change in content)

Dear Ms. Herra,

On October 28 and 29, 2014, the Board of Vocational Nursing and Psychiatric Technicians (Board) made an unannounced survey visit to Preferred College of Nursing, Van Nuys. Based on the survey visit, the following violations were identified:

Section 2526(a)(7) of the Vocational Nursing Rules and Regulations states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (7) Instructional Plan"

Violation #1: Based upon review of documents provided by the program during the survey visit and based upon interviews with an instructor and the director, the school is not using an instructional plan.

Required Action: Provide the Board with a copy of the Board approved Instructional Plan.
Due no later than December 15, 2014.

Section 2526(a)(8) of the Vocational Nursing Rules and Regulations states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (8) Evaluation methodology for curriculum."

Violation #2: Board files confirm that the program has a methodology and procedure for evaluation of the curriculum. Board representatives requested evidence of evaluation of the curriculum. However, program representatives did not produce the requested documentation substantiating that the curriculum had been evaluated to determine its currency, effectiveness, consistency with the NCLEX/PN® test plan, or the need for revision. The director verified that the curriculum was not being evaluated and she requested help in understanding how to evaluate a curriculum.

Required Action: Provide a plan for evaluation of the curriculum and a timeline in which curriculum evaluation will be accomplished.
Due no later than December 15, 2014.

Section 2526(a)(11) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (11) Evaluation methodology for clinical facilities.”

Violation #3: Board files confirm that the program has a methodology and procedure for evaluation of clinical facilities. Board representatives requested evidence of evaluation of the curriculum. Program representatives did not produce the requested documentation substantiating that clinical facilities had been evaluated. There were some examples of students evaluating some of the clinical facilities. However, there was no indication of follow – up with the concerns expressed by the students.

Required Action: Provide documentation of evaluation of clinical facilities and a proposed timeline for ongoing evaluation of clinical facilities. Evaluation of clinical facilities should include, but not be limited to:

- 1) When in the program the facility is utilized by students;
- 2) Describe the types of experience available as related to the ability of the students to meet the program's stated clinical objectives;
- 3) Description of observed evidence of correlation of theory to clinical;

- 4) Description of evidence of correlation of theory to clinical;
- 5) Dates students are in the clinical site;
- 6) Identified problems;
- 7) Plan to correct problems.

Due no later than December 15, 2014.

Section 2526(a)(13) of the Vocational Nursing Rules and Regulations states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (13) Screening and selection criteria.

Violation #4: Based on review of student files, the program failed to follow its Board approved screening and selection policies as noted by the admission of four (4) students who had no documentation of a score for the school - created entrance exam.

Required Action: Provide a plan for correction that describes how the program will follow the policy for screening and selection of applicants to the program. Provide verification of training, of all individuals associated with the school, regarding admission, screening and selection policies.
Due no later than December 15, 2014.

Section 2526(a)(16) of the Vocational Nursing Rules and Regulations states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (16) List of resources for provision of counseling and tutoring services for students.

Violation #5: No list of resources was found on campus or in the Student Catalog. The Student Catalog describes an Office of Student Services. The Student Catalog further states: "**Counseling and Advising Services** – where students obtain help with educational, career, and personal concerns from a trained staff of counselors, specialists, and advisors." The director confirmed that no licensed or trained specialists are on staff. No list of outside resources for either tutoring or counseling is offered to students.

Required Action: Provide a schedule of tutoring and documentation that tutoring is offered. Provide a list of resources in the community for other tutoring and counseling services. Provide evidence of how a list of resources is made available to students.
Due no later than December 15, 2014.

Section 2527(b) of the Vocational Nursing Rules and Regulations states:

“A school shall report to the Board within ten days of the termination of a faculty member.”

Violation #6: Board representatives examined all files of current faculty at the school. The program reports utilizing twenty-two part – time faculty. The 2014 Annual Report lists three faculty members who are no longer teaching in the program. The program has failed to notify the Board of the termination of program faculty as prescribed by regulation.

Required Action: Provide termination dates of all faculty not utilized within the past twelve (12) months. Provide a list of current faculty and all assignments through the completion of all currently enrolled students.
Due no later than December 15, 2014.

Section 2530(a) of the Vocational Nursing Rules and Regulations states:

“The program shall have sufficient resources, faculty, clinical facilities, library, staff and support services, physical space, skills laboratory and equipment to achieve the program’s objectives.”

Violation #7: The program currently has forty-five students enrolled. However, based on survey observations and an analysis of staff and support services, supplies, equipment, and physical space required to accommodate the maximum or current enrollment, Board representatives determined that the program lacks sufficient resources to achieve its objectives.

There are fourteen computer stations available to students in the computer lab. Classroom trash cans were full and the carpet evidenced dirt and stains. Class room walls were

nearly bare, with only a few posters or visual aids. There were empty offices and the director reported the loss of support staff, prep time for instructors, and verbalized staff hours have been reduced. The director also reported that NCLEX review and the use of ATI had been discontinued due to economic problems at the school. She noted that currently the school is again providing NCLEX review and a partial product from ATI that provides some proctored tests for students. The assistant director reported that the director's hours are less than previously allotted.

Board representative observed that the skills lab consisted of five (5) beds and a total of one mannequin with a tracheostomy. Two sinks were available. Models of body parts were stained and dirty. There was a model of a fetus in utero and a birthing pelvis with newborn. While the lab did contain some supplies related to wound care, care of a tracheostomy, and a medication cart, there were minimal sterile supplies and protective personal equipment for students to practice with.

Required Action: Provide a detailed plan and timeline for improving resources sufficient to achieve the program's objectives.
Provide a list of resources and supplies to be purchased.
Provide a list of support staff and their duties to support the program.
Due no later than December 15, 2014.
Provide verification of the purchases as they are made.

Section 2530(f) of the Vocational Nursing Rules and Regulations states:

"The program's instructional plan shall be available to all faculty."

Violation #8: The program failed to provide an instructional plan that was available for all faculty. (See Violation #1)

Required Action: Provide documentation that each faculty member has received a copy of the Board approved Instructional Plan.
Due no later than December 15, 2014.

Section 2530(g) of the Vocational Nursing Rules and Regulations states:

“Each school shall have on file proof that each enrolled student has completed a general education course of study through the 12th grade or evidence of completion of the equivalent thereof. Equivalency is determined by the Department of Education in any of the United States or by a nationally-recognized regional accrediting body. “

Violation #9: Board representatives reviewed the files of all current students and also files of the most recent graduates. A total of two (2) student files did not contain documentation of completion of high school or equivalency.

Required Action: Provide verification that each currently enrolled student has proof of high school graduation or the equivalent in the student file. Provide a specific plan to eliminate the possibility of this violation in the future and provide a timeline and method of implementation of this plan.

Due no later than December 15, 2014.

Section 2530(i) of the Vocational Nursing Rules and Regulations states:

“The school shall evaluate student performance to determine the need for remediation or removal from the program.”

Violation #10: During the survey visit, Board representatives reviewed files of all current students and the most recent graduates. The program’s grade books, kept separately from student files, were also examined.

Grade books documented below minimum final exam grades. In some cases, there were no indications of any remediation of the failing grade. Other documentation indicated that unit tests were failed by multiple students. However, documentation of a remediation plan, tutoring, and subsequent follow-up to the remediation plan were not in evidence in student files or other program documents.

Required Action: Provide a detailed written proposal, including timeline for implementation for:

- 1) Revision of the grading process and policy;

2) Remediation plan, including appropriate follow-up with students.

Due no later than December 15, 2014.

Section 2530(j)(1) of the Vocational Nursing Rules and Regulations states:

“Each school shall advise students, in writing, of the following:

(1) Right to contact the Board of program concerns.”

Violation #11: The right to contact the Board was not in evidence in the program’s student handbook, nor was it posted on site.

Required Action: Provide verification that students have access to information regarding the right to contact the Board both on site at the campus and in the Student Handbook.
Due no later than December 15, 2014.

Section 2530(j)(4) of the Vocational Nursing Rules and Regulations states:

“Each school shall advise students, in writing, of the following:

(4) List of Board approved clinical facilities.

Violation #12: A list of Board – approved clinical facilities was not posted in the student handbook, nor was it posted on site.

Required Action: Provide verification that students are provided a list of approved clinical sites currently in use by the program.
Due no later than December 15, 2014.

Section 2530(l) of the Vocational Nursing Rules and Regulations states:

“The Board 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 approved vocational nursing schools for the same period.”

Violation #13: The program’s average annual pass rate has been greater than ten (10) percentage points **below** the state average annual pass rate for fifteen (15) of the twenty – five (25)

quarters for which data were examined. **Over the last ten (10) consecutive quarters, the program's average annual pass rates have been 14 - 28 percentage points below state average annual pass rates.**

Required Action: Provide an update to the written action plan to improve pass rates on the licensing examination.
Due no later than December 15, 2014.

Section 2533(a) of the Vocational Nursing Rules and Regulations states:

"Vocational nursing programs shall include theory and correlated clinical experience."

Violation #14: The Board - approved curriculum includes theory and correlated clinical experience. However, based on observation and an analysis of available clinical rotations, the program failed to provide clinical experience that correlated with presented didactic content in Maternity Nursing. According to the director and an instructor, no Maternity nursing clinical sites are available to the students. Students studying Maternity nursing theory at the time of the survey visit were engaged in clinical experience in an adult skilled nursing facility.

Required Action: Provide a rotation schedule demonstrating each student's rotation through a Board approved clinical facility offering Maternity nursing experience before graduation from the program.
Due no later than December 15, 2014.

Section 2882 of the Vocational Nurse Practice Act states:

"The course of instruction of an approved school of vocational nursing shall consist of not less than the required number of hours of instruction in such subjects as the board may from time to time by regulation determine, together with the required number of hours in the care of medical, surgical, obstetrical patients, sick children, and such other clinical experience as from time to time may be determined by the board."

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. Clinical objectives which students are expected to master shall be posted on patient care units utilized for clinical experience."

Violation #15:

As noted above, in Violation #16, the program has no clinical facilities providing Maternity nursing experience. Board representatives observed that clinical objectives are not posted on the nursing unit of the clinical facility and, as identified by the director and the clinical instructor, student assignments are based on need of the facility rather than the clinical objectives the students are expected to accomplish. Students in the last term of the program were assigned only one patient at a time and none of the students interviewed in the clinical site had, as yet, performed tasks such as catheter insertion and suctioning, despite the fact they were in the last term of the program. This indicates that competency-based objectives are not being accomplished and it is also an indication that theory and clinical practice are not correlated.

Required Action:

Submit clinical facility applications for Maternity nursing experience by **December 1, 2014**.
Provide documentation of the listing of clinical objectives on the nursing unit.
Provide documentation of training of clinical instructors regarding correlation of theory and clinical, terminal objectives of the program, and how to accomplish clinical objectives in an approved clinical facility.
Due no later than December 15, 2014.

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

"Schools are responsible for the continuous review of clinical facilities to determine if the student's clinical objectives for each facility are being met."

November 19, 2014
Preferred College of Nursing, Van Nuys
Notice of Violation
Page 10 of 10 with enclosures

Violation #16: As noted in Violation #3, program representatives failed to produce documentation substantiating the evaluation of clinical facilities.

Required Action: Provide documentation of evaluation of clinical facilities and a proposed timeline for ongoing evaluation of clinical facilities. Evaluation of clinical facilities should include, but not be limited to:

- 1) When in the program the facility is utilized by students;
- 2) Describe the types of experience available as related to the ability of the students to meet the program's stated clinical objectives;
- 3) Description of observed evidence of correlation of theory to clinical;
- 4) Description of evidence of correlation of theory to clinical;
- 5) Dates students are in the clinical site;
- 6) Identified problems;
- 7) Plan to correct problems.

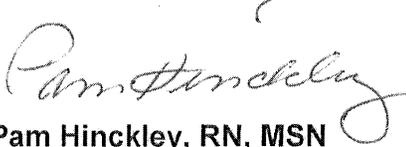
Due no later than December 15, 2014.

Be advised that the continuation of such violations jeopardizes your program's approval.

Should further information be needed, please feel free to contact us at (916) 263-7843

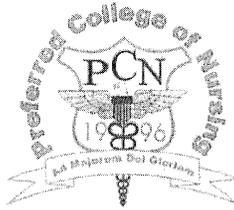
Sincerely,


Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant


Pam Hinckley, RN, MSN
Nursing Education Consultant

Agenda Item #8.A.9., Attachment C

BVNPT RECD EDU
ON 12/15/14 WITH DJ, NEC VIA EMAIL



Preferred College of Nursing
6551 Van Nuys Blvd.Suite 200
Van Nuys, CA 91401
Tel.(818)902-3708 Fxa. (818) 9023790

Section 2526(a)(7) of the Vocational Nursing Rules and Regulations states:

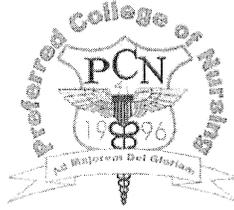
“ The Institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include: (7) Instructional Plan”

Violation #1.

Based upon the review of documents provided by the program during the survey visit and based upon interviews with an instructor and the director, the school is not using an instructional plan.

Response to Violation #1

See attached Instructional Plan.



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Section 2526(a)(8) of the Vocational Nursing Rules and Regulations states:

*“The institutional shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
...(8) Evaluation methodology for curriculum.”*

Violation #2:

Board files confirm that the program has a methodology and procedure for evaluation of the curriculum. Board representatives requested evidence of evaluation of the curriculum. However, program representatives did not produce the requested documentation substantiating that the effectiveness, consistency with the NCLEX/PN test plan, or the need for revision. The director verified that the curriculum was not being evaluated and she requested help in understanding how to evaluate a curriculum.

Response to Violation #2

See attached documents.

PREFERRED COLLEGE OF NURSING
Compliance Meeting
MINUTES

Date: September 21, 2013 @12:30 pm and adjourned 2:00pm
RE: Assessment of Educational Program

I.	AGENDA ITEM: Call to order.
Joie called the meeting @ 12:30pm, today, Saturday, September 21, 2013 and adjourned @ 2:00pm	
II.	AGENDA ITEM: Roll Call
Roll Call – In attendance are: Freddie Rodriguez, Wanda Garcia, Benita Bodnar, Mildred Jarantilla, Meliza Tajolosa, Irene Co, Marilyn Rosow-Cooper, Catalina Javellana, Carlina Guray, Edwin Caniete, rose Gonzalez, Hannah Patria, Bernardita Sanchez, and Girlie Ponce Leon, Joie Herra	
III.	AGENDA ITEM: Old Business : None
IV.	AGENDA ITEM: New Business: Assessment of Educational Program/Curriculum
<ul style="list-style-type: none"> • Joie presented references on how to effectively assess the Educational Program/curriculum • Stressed the need to constantly align or re-align the school' s mission, philosophy, goals, and objectives • Educational assessment tool of the program as well as the curriculum will be formulated • Formulation of a questionnaire should be broad enough to cover the school' mission, philosophy, organizing frameworks goals, student learning outcomes, and implementation plan • Suggestions are solicited on how to go about the assessment of the program/curriculum • Sample questionnaires presented • Delegation of tasks to be announced 	
VIII. AGENDA ITEM: Open Forum	
<ul style="list-style-type: none"> • Ms. Hannah asked about the mechanics of assessing a curriculum. • Ms. Mildred inquired about the time frame for the assessment. • Mr. Edwin asked for ways to enhance the instructional plan. • Ms. Catalina asked for the time frame from formulation to implementation of the curriculum assessment 	

PREFERRED COLLEGE OF NURSING

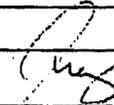
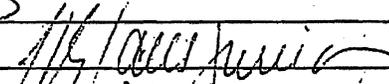
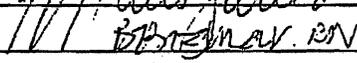
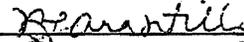
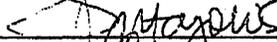
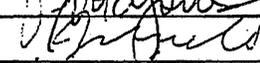
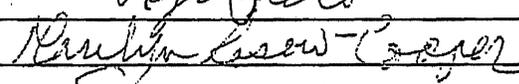
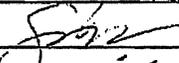
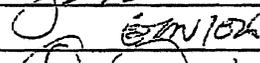
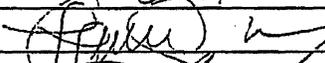
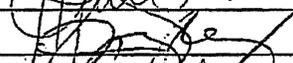
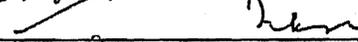
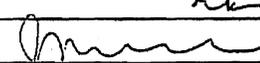
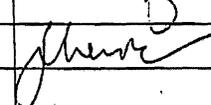
Van Nuys, CA

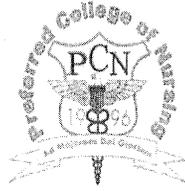
FACULTY COMPLIANCE MEETING

ATTENDANCE SHEET

9/21/13

Date

FULL NAME (Print)	SIGNATURE
FREDIE SANCHEZ	
Wanda Garcia	
BENITA R BODDIAR	
MILDREN JARANTILLA	
Meliza Tzolos	
Luz C	
Marilyn Rosew-Carpenter	
Catalina D. Javellana	
EDWIN CANIETE	
Carlina Gunday	
ROSE GONZALEZ	
HANNATH PATRIA	
BERNARDITA SANCHEZ	
GIRLIE POWRE DE LEON	
Joi ve Lynn Harra	



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Table 9.1 Guidelines for Assessing the Key Components of a Curriculum or Educational Program

Components	Questions for Data Correction	Desired Outcomes
Mission	<p>What are the major elements of the parent Institutional and subdivision (if applicable) mission?</p> <p>Are these major elements in the nursing mission? If not, give a rationale as to why.</p> <p>How does the nursing mission speak to its teaching, service, and research/ scholarship roles?</p>	<p>The nursing mission is congruent with that of its parent institution and if applicable, the academic subdivision in which it is located</p> <p>The mission reflects nursing's teaching, service, and research/scholarship role.</p>
Philosophy	<p>Is the nursing philosophy congruent with that of the parent institutional philosophy and subdivision(if applicable)? If not, give the rationale as to why they are not</p> <p>What statements in the philosophy relate to the faculty's beliefs and values about teaching and learning, critical thinking, liberal arts and the sciences, the health care system, clinical prevention and population health, interprofessional collaboration, diversity and cultural competence, social justice, scholarship, research and evidence-based practice, information systems and technology, quality health care, and potential safety?</p>	<p>The philosophy statement is congruent with that of the parent institution and academic subdivision(if applicable)?</p> <p>The philosophy reflects the faculty's beliefs and values on teaching and learning, critical thinking etc.</p>

<p>Organizing Frameworks</p>	<p>What is the organizing framework for the curriculum and how does it reflect the mission and philosophy statements?</p> <p>To what extent does the framework appear throughout the implementation of the curriculum? Are its concepts readily identified in all of the tracks of programs?</p>	<p>The curriculum has an organizing framework that reflects its mission and philosophy</p> <p>The concepts of the organizing framework are readily identified in all tracks of the nursing education program.</p>
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<p>Overall Purpose and Goal of the Program</p>	<p>To what extent does the overall goal or purpose statement reflect the mission, philosophy, and organizing framework?</p> <p>Is the statement broad enough to encompass all tracks of the nursing program?</p> <p>To what extent does the statement lead to the measurement of the program outcomes?</p>	<p>The overall goal or purpose statement reflects that of the mission, philosophy, and organizing framework</p> <p>The overall goal or purpose includes all tracks of the nursing program</p> <p>The overall goal or purpose is stated in such a way that it is a guide for measuring outcomes of the program (program review)</p>
<p>Student Learning Outcomes or End-of-Program and level objectives</p>	<p>To what extent are the mission, overall goal or purpose, and organizational framework reflected in the objectives?</p> <p>How are the objectives arranged in logical and sequential order?</p> <p>Is each objectives learner centered and does it include the content, expected level of behavior of the learner, feasibility and time frame?</p>	<p>The objectives reflect the mission, overall purpose or goal, and organizing framework</p> <p>The objectives are sequential and logical</p> <p>The objective statements are learner centered and include the content, expected learner behavior and at what level, feasibility, and time frame</p>
<p>Implementation Plan</p>	<p>To what extent does the curriculum plan relect the organizing framework, overall goal, end-of-program, and level objectives?</p> <p>Is there documents of approval of the curriculum plan in the permanent records?</p> <p>Does each track in the program have a curriculum plan that includes course descriptions, credits, pre-and co-requisites, objectives, and content outlines?</p>	<p>The implementation plan for the curriculum reflects the organizing framework, overall goal or purpose, end-of-program and level objectives</p> <p>The curriculum plan and its prerequisites and courses have the approval of the appropriate governing bodies</p> <p>The implementation plan for each track includes all courses and credits, pre or co-requisites, descriptions, objectives, and content outlines</p>

<p>Summary</p>	<p>Has each component of the curriculum been addressed?</p> <p>To what extent is each component congruent with those of the parent institution? if not congruent, has the rationale for incongruence been addressed?</p> <p>Are the components of the curriculum listed and do they flow in a logical and sequential order?</p> <p>To what extent does the implementation plan flow from overall goal, SLO's and – of- program objectives, and level objectives?</p> <p>To what extent is the implementation plan congruent with the organizing framework?</p> <p>To what extent is the curriculum relevant to current and future nursing practice demands and needs for nurses?</p>	<p>Based on an analysis of the curriculum, each components is addressed</p> <p>The curriculum components are congruent with the parent institution and with each order</p> <p>The components flow in a logical and sequential order</p> <p>The implementation plan floews from the overall goal, SLO's and level objectives</p> <p>The implementation plan is congruent with the organizing framework. the curriculum reflects relevance to current nursing practice demands and the need for nurses and projected future changes</p>
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Source:

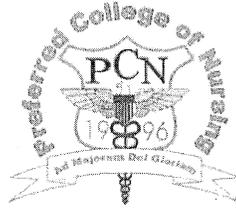
Curriculum Development and Evaluation in Nursing
 By: Sarah Keating pp. 210-212



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Educational Program Assessment Questionnaire

1. The nursing mission is parallel to that of the school's mission. Yes No
2. The school's mission reflects nursing's teaching, service, and research/ scholarship role. Yes No
3. The school philosophy reflects the faculty's belief and values on teaching, learning, and critical thinking. Yes No
4. The school curriculum has an organizing framework that reflects its mission and philosophy. Yes No
6. The concepts of the organizing framework readily identifies all tracks of the nursing education program. Yes No
7. The goal of the program reflects the mission, philosophy, and organizing framework. Yes No
8. The goal is broad enough to include all tracks of the nursing program. Yes No
9. The goal is stated in such a way that it is a guide for measuring outcomes of the program. Yes No
10. The curriculum objectives are reflective of the mission, overall purpose or goal and organizing framework. Yes No
11. The objectives logical and sequential. Yes No
12. The objectives learner centered and includes expected learner behavior at a given level and time frame. Yes No
13. The implementation plan for the curriculum reflects the organizing framework, overall goal or purpose, and end-of-program objectives. Yes No
14. The implementation plan for each track includes all courses and credits, descriptions, objectives and content outlines Yes No



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Section 2526 (a) (11) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include :

(11) Evaluation methodology for clinical facilities “

Violation # 3:

Board files confirm that the program has a methodology and procedure for evaluation of clinical facilities. Program representatives did not produce the requested documentation substantiating that clinical facilities had been evaluated. There were some examples of students evaluating some of the clinical facilities, but no indication of follow up with the concerns expressed by the students.

Response to Violation #3

The program has a methodology and procedure for evaluation of Clinical facility .See **attached (Appendix C)** is the compiled evaluation by the students of their respective clinical assignment towards the end of their rotation.

Students concerned will be reviewed and follow up. Likewise the Program Director provides the clinical instructors with in-service to address each of the concerns gathered from each clinical facility. See **attached (Appendix C1, C2, C3) Faculty Meeting Enhancement Workshop.**

Furthermore, the clinical coordinator for the program will be assigned to Perform supervisory visit to clinical facility to ensure close link between theory and clinical will be work out.

Timeline : Ongoing



(Appendix C)

Van Nuys Campus
6551 Van Nuys Blvd., Ste 200
Van Nuys CA, 91401
(818) 902-3708
Fax: (818) 902-3790

CLINICAL FACILITY EVALUATION FORM

NAME OF FACILITY: Jobstar Healthcare
EVALUATOR (DIRECTOR/FACULTY): Carlina Guay, RN, Clinical Inst.
TERM#: 2 INCLUSIVE DATES: 4/27/13 - 5/5/13
SUBJECT OF CLINICAL EXPERIENCE: Pharmacology

	<u>YES</u>	<u>NO</u>	<u>SOMETIMES</u>
1. Was facility conducive for students to obtain appropriate clinical experience?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Were the student's clinical objectives achievable in your facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Was the nursing staff readily available for questions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Was orientation to the hospital and its specific unit done prior to clinical experience?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Was orientation to the equipment done prior to usage of students?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Was there sufficient area to hold pre/post conference for the students?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Were the students allowed to have access to the patient's medical chart?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Other comments: _____

Students are not allowed to count narcotics.

Evaluator: Carlina Guay, RN.
Name and Title

4/27/13
Date



(Appendix C)

Preferred College of Nursing
6551 Van Nuys Blvd. Suite 200 Van Nuys CA 91401
Tel. (818) 902-3708/ (818) 902-3719

EXTERNSHIP STUDENT SURVEY

STUDENT NAME: FATIMA MENDOZA
PROGRAM: VN
EXTERNSHIP SITE: LIFEHOUSE
SUPERVISOR: MS. NIDA MANUEL DATE: 07/07/14

Please complete the following survey so we can assess the viability of the experience and training you have received at your externship site.

1. Were you able to apply the school coursework to the externship workplace?

Yes No

Comment: _____

2. Did the program training prepare you to use the externship site equipment?

Yes No

Comment: _____

3. Did your supervisor explain your function as an extern?

Yes No

Comment: _____

4. Were you given an opportunity to interact with patients?

Yes No

Comment: _____

5. Generally, does the supervisor and site display a positive attitude towards students?

Yes No

Comment: _____

6. What job duties did you perform while at the externship site?

Medication Administration, Checking VS,
Assessment of clients, wound care (assist &
hand on)

7. What duties do you wish you had more time to work on?

Catheterization, IV, wound care,

8. What area(s) should be improved or changed at the externship site that would be helpful for students to get more applicable experience?

There should be more hand on like wound
care, doing invasive procedure like catheterization
& IV

9. Was the training you received applicable to the training activities you were asked to perform at the externship site?

Yes No

10. OVERALL EVALUATION OF EXTERNSHIP EXPERIENCE (Please rate your instructor on a scale between 1 and 5, with 5 being the best).

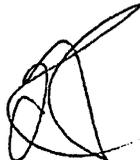
5 4 3 2 1
Excellent Good Somewhat Poor Not at all

11. Would you recommend this site for future students?

Yes No

FATIMA MENDEZ
Student Signature

07/01/04
Date





(Appendix C1)

Preferred College of Nursing
6551 Van Nuys Blvd. Suite 200 Van Nuys, CA 91401
Tel. (818) 902-3767 Fax: (818) 902-3790

Minutes of Meeting
Staff and faculty
June 27, 20012

1. The meeting started at 2:20 pm presided over by Efren with mostly faculty attending. A review feedback how the students were given by each teacher present regarding their experience about his/her clinical group. One instructor commented that students apparently don't have the discipline and interest as revealed by halfhearted performance and involvement on patient care. From this observation, it was suggested that instructor should be more strict in managing student behavior as part of skills that they should acquire how to have a correct attitude. The suggestion was then unanimously accepted and instructors were advised to review the provision of the student catalogue and on discipline for follow up guidelines.

✓ 2. Another issue that was noted insofar as clinical is concerned is the bridging of the skills performed in the laboratory and the actual realization of such skill in the clinical area. It was suggested from this observation that a close link and between the theory instructor and the clinical instructor should be worked out and a clinical plan be made by the instructor in the clinical so that major concepts and skills for a particular subject matter are given enough attention for students benefit. It was also suggested that since there are some laboratory equipment still lacking, some skills should be performed in the clinical like assessing the content of a crash cart which the school do not have.

3. In the theoretical side of the program, it was only mentioned that teachers should be extra patient and diligent in making the student the hard stuff of each subject and as a matter of suggestion resourcefulness on the part of the teacher and updating are key issues for student better performance in class. At this point it was suggested that teachers have their own continuing education and updating as the school is into cost cutting due to low enrolment and very unstable financial environment in the region

4. Finally, everyone was reminded that part of the cost cutting was cutting on the work hours of each employee, temporary increasing the premium contribution for medical benefit (from 30- ~~60~~ % share increase) and closing on weekends or limiting employee on weekends. With no other discussion arising, the meeting ended at 3:45 pm..

Rajiv Titus
Secretary

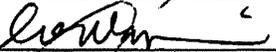
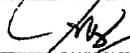
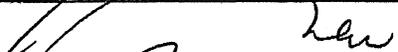
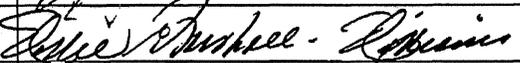
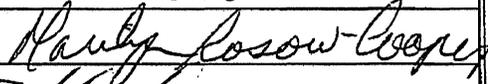
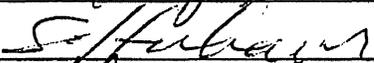
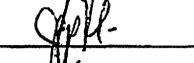
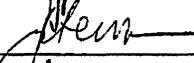
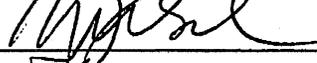
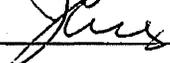
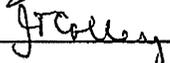
PREFERRED COLLEGE OF NURSING

Van Nuys, California

MEETING MINUTES:

June 27, 2012
Date

ATTENDANCE SHEET

FULL NAME (Print)	SIGNATURE
Cuff Ciarsa	
EPHEN VILLANUEVA	
FREDDIE RODRIGUEZ	
BERNARDITA SANCHEZ	
William Marshall - Williams	
EDWIN CANIETE	
Marilyn Rosow-Cooper	
Steven Affirbanis	
Aldina Taldaz	
Curtie Porceddu	
Rayn George Titus	
Binjirany Noto	
Jayelle O. Napuli	
Joiuelynn Hura	
ETIENNA P. DIAMAS	
HANNAH P. RICO	
ROSE CONTRAZZ	
Wlonda Garcia	
Mark Sanchez	
Frene Ramos	
JOJI COLLET	



(Appendix 2)

Preferred College of Nursing

6551 Van Nuys Blvd. Suite 200 Van Nuys CA 91401

Tel. (818) 902-3719 Fax: (818) 902-3790

Regular Faculty Meeting/Enhancement Workshop

Date: June 22, 2013

RE: Teaching "Performances" Workshop

Time: 8:00 am -3:00 pm

Minutes:

The meeting/enhancement workshop officially started at 8:00 a.m. presided and conducted by Ms. Adele Blanco, education consultant. In attendance were:

1. Edwin Caniete, LVN- theory instructor
2. Irene Co, LVN- clinical instructor
3. Joji Colley, CPT – skills instructor
4. Marilyn Rosow-Cooper, RN– theory instructor
5. Renee Gonzalez, LVN – tutorial classes
6. Wanda Garcia, LVN – clinical instructor
7. Carlina Guray, RN –theory/clinical instructor
8. Joievelynn Herra, RN – theory instructor; VN Program Director
9. Mildred Jarantilla, RN- theory instructor
10. Catalina, Javellana, RN- theory/clinical instructor
11. Elsie Mallillin, LVN –theory instructor
12. Nida Manuel, RN – clinical instructor
13. Michael Omega, RN – theory instructor
14. Hannah Patria, LVN – theory instructor
15. Aldrin Valdez, RN – theory instructor
16. Efren Villanueva, RN – theory instructor

Agenda:

1. Discussion on the 7 Habits of Highly Effective People – the facilitator, Ms, Adele Blanco put emphasis on the *7 Habits of Highly Effective People* by Stephen Covey in relation to coming up with creative strategies to effectively teach a subject and maximize classroom instruction to accomplish the objectives set by individual instructors.
2. Discussion on utilizing learning style inventories in identifying student learning styles - the facilitator, Ms. Adele Blanco stressed the need for instructors to be keen on observing and identifying the students' different learning styles in order to make classroom instruction effective. She pointed out those tools in identifying the different learning styles (auditory, visual, kinesthetic, etc.) that can be utilized.
3. Workshop on creating lesson plans according to a student is learning style – the facilitator, Ms. Adele Blanco coached instructors in creating lesson plans according to the different learning styles.

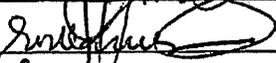
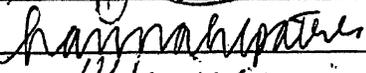
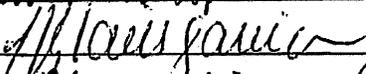
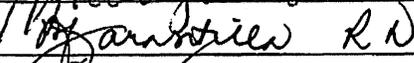
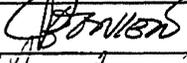
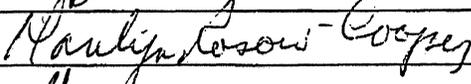
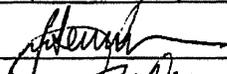
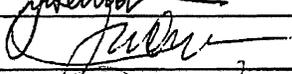
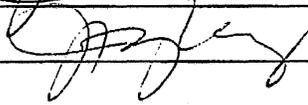
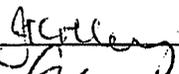
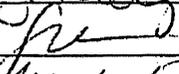
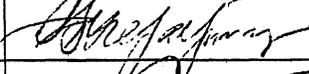
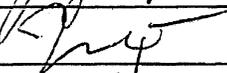
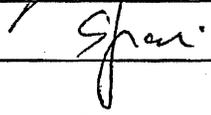
The meeting/enhancement workshop was adjourned at 3:00pm.

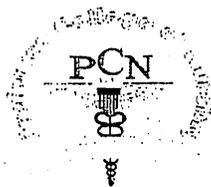
PREFERRED COLLEGE OF NURSING
Van Nuys, California

MEETING MINUTES:

6/22/13

ATTENDANCE SHEET

FULL NAME (Print)	SIGNATURE
CARLINA GURAY RN	
EBREN VILAMERA RN	
HANNAH PATRIA LVN	
WANDA P. GARCIA	
MILORDO JARANTUA	
EDWIN AMIETS	
Narilyn Rasow-Cooper	
Jocelynn Herrera	
NINA MANUEL	
ROSE GONZALEZ	
ALORN VADEZ	
JOJI COLLEY	
Catalina D. Javelan	
MICHAEL OMERON RN	
Jene Co RN	
Elsie L. Malinin	



(Appendix 63)

Preferred College of Nursing

6551 Van Nuys Blvd. Suite 200 Van Nuys CA 91401

Tel. (818) 902-3719 Fax: (818) 902-3790

Regular Faculty Meeting/Enhancement Workshop

Date: June 29, 2013

RE: Test-writing

Time: 8:00 am -3:00 pm

Minutes :

The meeting/enhancement workshop officially started at 8:00 a.m. presided and conducted by Ms. Adele Blanco, education consultant. In attendance were:

1. Edwin Caniete, LVN- theory instructor
2. Benita Bodnar, RN –clinical instructor
3. Irene Co, LVN- clinical instructor
4. Joji Colley, CPT – skills instructor
5. Marilyn Rosow-Cooper, RN– theory instructor
6. Wanda Garcia, LVN – clinical instructor
7. Joievelynn Herra, RN – theory instructor; VN Program Director
8. Mildred Jarantilla, RN- theory instructor
9. Catalina, Javellana, RN- theory/clinical instructor
10. Elsie Mallillin, LVN –theory instructor
11. Nida Manuel, RN – clinical instructor
12. Meliza Tajolosa, LVN –clinical instructor
13. Efren Villanueva, RN – theory instructor

Agendum:

Workshop on Test-writing based on Bloom's Taxonomy of Cognitive Learning

- Ms. Adele Blanco discussed with instructors the different levels of cognitive learning namely: knowledge; comprehension; application; analysis; synthesis; and evaluation.
- Behavioral descriptions, key words and examples of activity or demonstration to be measured in relation to a particular level of learning were also discussed.
- Instructors were asked to write sample tests for each particular level of cognitive learning
- Workshop outputs were shared/discussed

The meeting/workshop was adjourned at 3:00pm

PREFERRED COLLEGE OF NURSING
Van Nuys, California

MEETING MINUTES:

06-29-13

ATTENDANCE SHEET

FULL NAME (Print)	SIGNATURE
Jocelyn Herra	<i>Jocelyn Herra</i>
Marilyn Row Cooper	<i>Marilyn Row Cooper</i>
Efron Villanueva	<i>Efron Villanueva</i>
JOJI COLLEY	<i>J Colley</i>
Meliza Tajolosa	<i>Meliza Tajolosa</i>
Nida Manuel	<i>Nida Manuel</i>
Catalina D. Sarattana	<i>Catalina D. Sarattana</i>
Wanda Garcia	<i>Wanda Garcia</i>
June Co	<i>June Co</i>
BENITA R BODNAR	<i>B Bodnar</i>
Elsie L. Mallillin	<i>Elsie L. Mallillin</i>
MILDRED JARANTUA	<i>M Jarantua</i>
EDWIN CANIETE	<i>E Caniete</i>



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Section 25269(a)(13) of the Vocational Nursing Rules and Regulations states:

“ The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:... (13) Screening and selection criteria.

Violation #4:

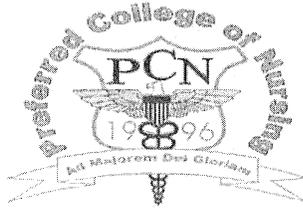
Based on review of student files, the program failed to follow its Board approved screening and selection policies as noted by the admission of four (4) students who had no documentation of a score for the school-created entrance exam.

Response to Violation #4

1. Create back-up documentation of the entrance test results. Aside from filing the results individually in the student academic file folder, generate photocopies of all entrance test results and file them in a separate binder for reference purposes.
2. Closely monitor the filing and auditing of individual student records to ensure that these records are in complete and in order.

Verification of Training of All Personnel Regarding Admission, Screening, and Selection Policies

The Director of Nursing supervises, guides, and advises all personnel associated in the screening and selection of applicants for admission. The Director of Nursing regularly meets with the Associate Director, the Program Manager, the Admissions Coordinator, and the Financial Aid Director and outlines the screening and selection criteria. The Director of Nursing conducts the final applicant interview and decides whether to grant or deny admission to an applicant.



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Section 2526 (a)(16) of the Vocational Nursing Rules and Regulations states:

“ The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:

Violation #5

*No list of resources was found on campus or in the Student Catalog. The Student Catalog describes an Office of Student Services. The Student Catalog further states:”**Counseling and Advising Services-** where students obtain help with educational, career, and personal concerns from a trained staff of counselors, specialists, and advisors.”The director confirmed that no licensed or trained specialists are on staff.No list of outside resources for either tutoring or counseling is offered to students.*

Response to Violation #5

(16) List of resources for provision of counseling and tutoring services for students

The following attached page entitled “Counseling and Advising services” will be added to the Student Handbook and posted on student billboards. **See attached(Appendix E)**



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Counseling and Advising Services

San Fernando Valley Counseling Center: mental health counseling
818 341-1111
8350 Reseda Blvd.
Northridge, Ca.

The Homework Gym: Mathematics, English, Reading skills tutoring
12749 Ventura Blvd.
Studio City, CA
818 761-4898

NCLEX Review
Adele Blanco, M.A.
torvidal@sbcglobal.net

Computer Lab, with over 30 ATI Skills Modules, available during class hours and for remote learning
Diabetes
Ambulation, Transferring, and Range of Motion
Infection Control
Maternal-Newborn
Medication Administration

Los Angeles County Department of Health-North Hollywood-vaccinations, STD, chest x-rays, minor health problems
5300 Tujunga Ave
North Hollywood, Ca.
818 766-3982

Bet Zedek Legal Services-Free legal advice for low income citizens
3250 Wilshire Blvd. #13
Los Angeles, Ca 90010
323 939-0506



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Section 2527(b) of the Vocational Nursing Rules and Regulations states:

“A school shall report to the Board within 10 days of the termination of a faculty member.”

Violation #6:

Board representatives examined all files of current faculty at the school. The program reports utilizing twenty-two part-time faculty. The 2014 Annual Report lists three faculty members who are no longer teaching in the program. The program has failed to notify the Board of the termination of program faculty as prescribed by regulation.

Response to Violation #6

The school has not had any faculty officially terminated within the past twelve (12) months. However, changes in the faculty's personal schedule or other circumstance results in the program management placing them on a “non-regular rotation status”.

We acknowledge that we have not reported any of these changes in faculty status as required by the Board. But effective immediately, we will be reporting any inactivity of our faculty members longer than twelve (12) months.

As per the Required Action, below is a list of faculty members that have been placed on a “non-regular rotation status” and has not been active within the past twelve (12) months showing their last recorded day of attendance:



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FACULTY

Last Recorded Attendance

- | | |
|-------------------------|-------------------|
| 1. Bosano, Ritchie | September 6, 2013 |
| 2. Colley, Jojie | October 14, 2013 |
| 3. Dator, Ramela | July 26, 2013 |
| 4. Dy Buco, April Gayle | November 30, 2013 |
| 5. Mariano, Leonilo | August 17, 2013 |
| 6. Omega, Michael | December 6, 2013 |
| 7. Pedram, Parivash | November 22, 2013 |
| 8. Pineda, Peter | November 30, 2013 |
| 9. Villanueva, Efren | December 7, 2013 |
| 10. | |

As per the "Required Action" below is the list of current faculty and assignments through the completion of all currently enrolled students:

FACULTY

Assignment/Rotation

- | | |
|-------------------------------|--|
| 1. Balaoing, James | Theory – Medical/Surgical |
| 2. Blanco, Adelwisa | Theory – Medical/Surgical |
| 3. Bodnar, Benita | Clinical – Medical/Surgical |
| 4. Caniete, Edwin | Theory – Med/Surg & all other subjects |
| 5. Co, Irene | Clinical – All subjects |
| 6. Cooper, Marilyn | Theory – Maternity/Pediatrics & other subjects |
| 7. Garcia, Wanda | Clinical – Med/Surg & all other subjects |
| 8. Guray, Carlina | Theory/Clinical – all subjects |
| 9. Herra, Joievelynn | Theory – all subjects |
| 10. Hirbawi, Steven | Theory – Med/Surg & other subjects |
| 11. Jarantilla, Mildred | Theory – All nursing subjects |
| 12. Javellana, Catalina | Theory/Clinical – All nursing subjects |
| 13. Lim, Alma (New) | Theory – All nursing subjects |
| 14. Mallilin, Elsie | Theory – Non nursing subjects |
| 15. Manuel, Nida | Clinical – All subjects |
| 16. Ponce de Leon, Girlie | Theory – Medical/Surgical |
| 17. Putong, Antinina | Clinical – All subjects |
| 18. Rico, Hannah | Theory/Clinical – Medical/Surgical |
| 19. Tajolosa, Meliza | Clinical – Medical/Surgical |
| 20. Valdez, Aldrin | Theory – All nursing subjects |
| 21. Villafuerte, Arturo (New) | Theory – Medical/Surgical |



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Section 2530(a) of the Vocational Nursing Rules and Regulations states:

"The program shall have sufficient resources, faculty, clinical facilities, library, staff and support services, physical space, skills laboratory and equipment to achieve the program's objectives."

Violation #7:

The program currently has forty-five students enrolled. However, based on survey observations and an analysis of staff and support services, supplies equipment, and physical space required to accommodate the maximum or current enrollment, Board representatives determined that the program lacks sufficient resources to achieve its objectives.

There are fourteen computer stations available to students in the computer lab. Classroom trash cans were full and the carpet evidenced dirt and stains. Classroom walls were nearly bare, with only a few posters or visual aids. There were empty offices and the director also reported that NCLEX review and the use of ATI had been discontinued due to economic problems at the school. She noted that currently the school is again providing NCLEX review and partial product from ATI that provides some proctored tests for students. The assistant director reported that the director's hours are less than previously allotted.

Board representative observed that the skills lab consisted of five (5) beds and a total of one mannequin with a tracheostomy. Two sinks were available. Models of body parts were stained and dirty. There was a model of a fetus in utero and a birthing pelvis with newborn. While the lab did contain some supplies related to wound care, care of a tracheostomy, and a medication cart, there were minimal sterile supplies and protective personal equipment for students to practice with.



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Response to Violation #7

Management is currently interviewing additional support staff to manage the skills laboratory among other responsibilities. This will be completed within the next two weeks. This position will first and foremost be responsible for putting things back in order at the skills lab including reorganizing the place, cleaning the parts, doing inventory of all equipments and supplies in order to identify what needs fixing, replacing, fulfilling, refilling or reordering.

Janitorial services have been provided by the building management over the years. Unfortunately, they have not been able to sign on a new agreement with the Janitorial vendor which contract ended last September 30, 2014. Preferred College of Nursing contracted a cleaning crew beginning November 1, 2014.

The school originally purchased twenty sets of computers and set-up fourteen. Six brand new ones are stored at the Finance Director's office available for immediate or as needed expansion. We currently have forty-five enrolled students of three classes with one class of eight students and two larger classes of less than twenty each. So far, we've managed to split and rotate each of the larger class when using the computer stations as much as we do during their clinical rotations.

ATI was gradually being re-introduced beginning early 3rd quarter of 2013 with the ATI Predictor Test as the main initial emphasis. NCLEX review has also been re-implemented late 3rd quarter of 2013. This time we're doing a "mastery" approach by requiring each graduating student to attend our "In-house NCLEX review", then after graduation another NCLEX review by an outside source is being offered as an option at the school.

As stated on the Board's Required Action, below is the initial list of resources or items and supplies to be purchased within the next two weeks. Subsequent acquisition will be made as soon as the Skills Lab Coordinator or additional support staff position is fulfilled and have identified such missing or needed items including Skills Lab general or basic supplies, new additional posters and visual aids and other related materials.



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ITEMS

QUANTITY

1. Nitrile Exam Gloves Large	1 Box of 100
2. Nitrile Exam Gloves Medium	1 Box of 100
3. Nitrile Exam Gloves Small	1 Box of 100
4. Alcohol Prep Pad Medium	5 Boxes of 200
5. Alcohol Wipes	5 Boxes of 200
6. Skin Prep Protective Pads	5 Boxes of 100
7. Adhesive Tape Remover Pads	5 Boxes of 200
8. Face Masks	5 Boxes of 50
9. Face Masks with Shield	5 Boxes of 50
10. Disposable Gowns	2 Boxes of 50

As part of the Board's Required Action, the following is a list of support staff and their duties to support the program:

1. Skills Lab Coordinator/Program support staff – currently vacant, interviewed four applicants and will interview two or more. Position will be filled within the next two weeks. Position also includes general support for the program as directed by the program management
2. Jayzelle Napuli – currently the office manager which responsibilities also include assisting the Program Director in varying degrees such as providing staff for clerical, communications, and other program needs.
3. Juju Noro – is currently the school's Admissions Coordinator who also actively assists the Program Management in all aspects of the Program Administration including Program Policy reviews, changes, interpretations, implementations. He also coordinates faculty and administration meetings including minutes and record keeping
4. George Titus – is the Records Custodian who is mainly responsible for managing and maintaining records including updating or entering of grades and attendance. Creates report on student absences or failures to identify make-up classes or remediation. Also assist the program as required and directed by the Program Director
5. Javier Martinez – front desk and all other clerical and administrative duties required by the program
6. Dora Canales – newly contracted to provide janitorial services currently three days each week and could soon change to more days depending on the need



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Section 2530 (f) of the Vocational Nursing Rules and Regulations states:

“the program instructional plan shall be available to all faculty”

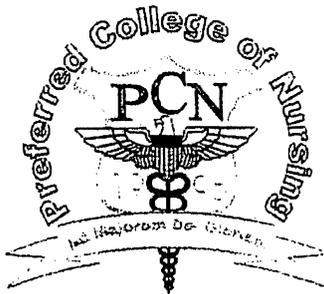
Violation # 8:

The program failed to provide an instructional plan that was available for all faculty.

Response to Violation # 8 :

The program provides each individual faculty with a copy of the existing and current instructional plan **See attached (Appendix H)**.

(Appendix H)



Program's Instructional Plan

This document verifies that I, the VN Instructor of Preferred College of Nursing-Van Nuys have reviewed and understands the instructional plan approved by the Board of Nursing and Psychiatric Technician.

NAME OF INSTRUCTOR	SIGNATURE
KRISTINA ULTRA, RN	Kristina Ultra, RN
RAFAEL TOVENTIM	[Signature]
Jocelyn E. Herra	[Signature]
Girlyei Ponce de Leon	[Signature]
Steven D. Hirtbaur	[Signature]
TRACY SCHMIDT	[Signature]
HEICA SANDIL	[Signature]
Tarina Curry	Tarina Curry
Genardo Vitoz	[Signature]
JOJI COLLEY	[Signature]
TERI KRUMHOLTZ	[Signature]
Marilyn Rosen-Corpe	Marilyn-Corpe
BARINASHA RODRIGUEZ	[Signature]
ADRIAN VALDEZ	[Signature]
LOLA FASHOLA A	[Signature]
SONIA GARNETE	[Signature]
Genaida Sabillo	[Signature]
JAMES BARRON, RN	[Signature]
FREN RAMOS	[Signature]
ERREN VILLANUEVA	[Signature]
Eusebia B. Bengzon	[Signature]
Catalina D. Javelona	[Signature] BSU RN
Felita Pedro	[Signature]
Bernard Sanchez	[Signature]



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Section 2530(g) of the Vocational Nursing Rules and Regulations states:

“Each school shall have on file proof that each enrolled student has completed a general education course of study through the 12th grade or evidence of completion of the equivalent thereof. Equivalency is determined by the Department of Education in any of the United States or by a nationally-recognized regional accrediting body.”

Violation #9:

Board Representatives reviewed the files of all current students and also files of the most recent graduates. A total of two (2) student files did not contain documentation of completion of high school or equivalency.

Response to Violation #9

Verification Regarding Proof of High School Graduation for Each Currently Enrolled Student

Refer to PDF files with the following filenames:

1. *Current Students – Batch 41 HS Grad Documents*
2. *Current Students – Batch 42 HS Grad Documents*
3. *Current Students – Batch 43 HS Grad Documents*

Plan to Eliminate the Possibility of this Violation in the Future

1. Create back-up documentation of proof of high school graduation. Aside from filing the high school diploma or its equivalent individually in the student academic file folder, scan the diplomas of current students and store them by electronically by batch using a USB flash drive for reference purposes (*for immediate implementation*).
2. For future classes, scanning and storing of required student records electronically will be done upon the receipt of these documents from successful applicants prior to filing the hard copies in the individual student academic file folder (*for immediate implementation*).

3. Closely monitor the filing and auditing of individual student records to ensure that these records are in complete and in order.



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Section 2530 (i) of the Vocational Nursing Rules and Regulations states:

“The school shall evaluate student performance to determine the need for remediation or removal from the program.”

Violation #10:

During the survey visit, Board representatives reviewed files of all current students and the most recent graduates. the program’s grade books, kept separately from student files were also examined.

Grade books documented below minimum final exam grades. In some cases, there were no indications of any remediation of the failing grade. Other documentation indicated that unit tests were failed grade. Other documentation indicated that unit tests were failed by multiple students. However, documentation of a remediation plan were not in evidence in student files or other program documents.

Response to Violation #10

Remediation Plan Additions and Changes (2):

Immediate correction: Notices of remediation for failing grades, signed by student and instructor, will be kept in Remediation Binder with divisions for each Batch. Copies of remediation notification will be added to the appropriate student file. **See attached (Appendix J)**

Tutorial Policy (clarification and supplement to existing policy):

Any student facing Remediation may petition for tutoring to the DON. The DON will immediately assign an instructor so that the student may take a Remediation examination for the failed subject as soon as possible. It is the responsibility of the student to make an appointment with the assigned tutor for learning sessions.

If the student fails to attend tutoring sessions or cannot make time to attend tutoring/review sessions and prefers an alternate method, he/she must submit this choice in writing to the DON for approval.

The student may not move to the next subject without passing the Remediation examination with a passing grade of 75%

The DON is responsible for a written plan of action with follow-up; the Learning Plan. This plan will be included in the Remediation binder and include the tutorial record and subsequent grade. Copies of the above will be included in the student file.



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ACADEMIC INTERVENTION PLAN & LEARNING CONTRACT

DATE: _____

NAME OF STUDENT: _____ BATCH: _____ TERM: _____

STATUS: At risk of failing Needs guided study SUBJECT: _____
 On academic probation

ASSESSMENT:

- Reading skills
- Note taking skills
- Study skills
- Time management
- Test taking
- Study skills
- Personal factors: _____
- Medical factors: _____

GOALS: (Assessment needs recommended to students)

- One-on-one tutorial
- Test rationalization
- Practice tests
- Group study
- Formulate daily plan of activities
- Case Study
- Concept review
- Watch videos
- Pre-read chapters
- Make notes
- Answer chapter objectives
- Answer & rationalize end of chapter questions
- Answer end of chapter critical thinking exercises

RESOURCES:

- Textbook
- DVD/CD
- Handouts
- Online
- Journals

INSTRUCTORS COMMENTS: _____

 Instructors Signature

 Date

ACKNOWLEDGEMENT

I have been advised and understand that I am expected to perform the plan of action to improve my academic performance

 Students Signature

 Date



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Section 2530 (j) (1) of the Vocational Nursing Rules and Regulations states:

*“Each school shall advise students in writing of the following:
(1) Right to contact the Board of program concerns. “*

Violation # 11 :

The right to contact the Board was not in evidence in the program’s student handbook, nor was it posted on site.

Response to Violation #11:

The information concerning provision of right to contact the BVNPT has been printed and placed as an addendum to the existing PCN Vocational Nursing student handbook and printed copy has been posted on the conspicuous areas of the campus. **See attached (Appendix K)**

(Appendix K)

State of California
BVNPT
Department of Consumer Affairs

Board's Mailing Address

Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive
Suite 205
Sacramento, CA 95833

Phone

(916) 263-7800

Email Address

Email: bvnpt@dca.ca.gov

Enforcement Division

To file a complaint against an LVN or PT, contact the Enforcement Division at (916) 263-7827; FAX (916) 263-7857.

LVN Examination & Licensing Division

For information and questions about applications, examinations or the status of an LVN license, contact the Examination and Licensing Division at

(916) 576-3481; FAX (916) 263-7855.

PT Examination & Licensing Division

For information and questions about applications, examinations or the status of a PT license, contact the PT Division at (916) 263-7830; FAX (916) 263-7855.

LVN or PT Scope of Practice

If you have questions about vocational nursing or psychiatric technician schools, or about the LVN or PT scope of practice, contact the Education Division at (916) 263-7843; FAX (916) 263-7866.



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Section 2530 (j) (4) of the Vocational Nursing Rules and Regulations states:

*“ Each school shall advise students, in writing, of the following :
(4) List of Board approved clinical facilities.*

Violation # 12 :

A list of Board- approved clinical facilities was not posted in the student handbook ,nor was it posted on site.

Response to Violation # 12 :

The program has provided the students a list of the school's approved clinical facility.
See attached (Appendix L)



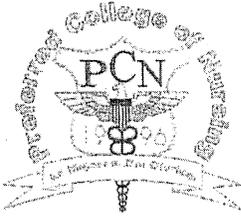
(APPENDIX L)

6551 Van Nuys Blvd. Suite 200
 Van Nuys CA 91401
 Tel. (818) 902-3708
 Fax. (818) 902-3790

I hereby acknowledge that I received a copy of the list of Approved Clinical Facilities for the Vocational Nursing Program.

12-3-14

NAME	SIGNATURE	BATCH #
Marianne Malupun	<i>[Signature]</i>	B41
Raquel Solano	<i>[Signature]</i>	B41
Condice Sanchez	<i>[Signature]</i>	41
Josephines	<i>[Signature]</i>	41
Josephines	<i>[Signature]</i>	41
CHLOE ROSALES	<i>[Signature]</i>	41
Amierre Santos	<i>[Signature]</i>	41
SOLANO TEJADA	<i>[Signature]</i>	41
Iris Castillo	<i>[Signature]</i>	B41
Lorena Rivera	<i>[Signature]</i>	B41
Trishia Ann deVillal	<i>[Signature]</i>	B41
Mary Dazte Cordero	<i>[Signature]</i>	B41
Mariane D. Laya	<i>[Signature]</i>	B41
Edgardo Silva	<i>[Signature]</i>	B41
LORENA Lopez	<i>[Signature]</i>	B41
OSDUGUINA	DANTE DUGUINA	B41
Carmen Rodas	<i>[Signature]</i>	B41
Charla Jericka Reyes	<i>[Signature]</i>	B41



APPENDIX L

6551 Van Nuys Blvd. Suite 200
 Van Nuys CA 91401
 Tel. (818) 902-3708
 Fax. (818) 902-3790

I hereby acknowledge that I received a copy of the list of Approved Clinical Facilities for the Vocational Nursing Program.

12/01/14

NAME	SIGNATURE	BATCH #
Rebecca Martinez	[Signature]	#43
Imrest Rodriguez	[Signature]	#43
[Signature]	MURCELES JACOVARNS	#43
Camille Santos	[Signature]	#43
Helena Abravara	[Signature]	#43
Nadia Burrova	[Signature]	#43
Mark Cervino	[Signature]	#43
Evanderova Guring	[Signature]	#43
May Jauregui	[Signature]	#43
Angel Cruz	[Signature]	#43
[Signature]	[Signature]	#43
Jay Jay U. Mendoza	[Signature]	#43
Jay Jasmine Santa	[Signature]	#43
DOLORES SAMSON	[Signature]	#43
Sonia Monterosa	[Signature]	#43
Juanita J. Juan Gonzalez	[Signature]	#43
Paul Martinez	[Signature]	#43



(APPENDIX L)

Preferred College of Nursing
 Directory of Vocational Nursing Program Clinical Facilities

NAME / ADDRESS	CONTACT	CONTACT NUMBERS
All Saints Healthcare 11810 Saticoy Street North Hollywood, CA 91605	Melanie Del Mundo, RN, BSN Director of Nursing	(818) 982-4600 = Telephone
Canyon Oaks Nursing & Rehabilitation Center 22029 Saticoy Canoga Park, CA 91303	Tess Santiago, RN, BSN Director Of Nursing	(818) 887-7050 = Telephone
Goldstar Healthcare Center 21820 Craggy View Street Chatsworth, CA 91311	Carlina Guray,, BSN Director of Nursing	(818) 882-8233 = Telephone
Lifehouse Maclay 12831 Maclay Street Sylmar, CA 91342	Deirdre Parks, RN, BSN Director Of Nursing	(818) 361-4455 = Telephone
Magnolia Gardens Convalescent Center 17922 San Fernando Mission Road Granada Hills, CA 91344	Rebecca Rickey, BSN Director of Nursing	(818) 360-1864 = Telephone
Montrose Healthcare Center 2123 Verdugo Blvd. Montrose, CA 91020	James Balaoing, BSN Director of Nursing	(818) 249-3925= Telephone
Totally Kids Specialty Healthcare 10716 La Tuna Canyon Road Sun Valley, CA 91352	Michael Prior, BSN Director of Nursing	(818) 252-5863= Telephone
Windsor Gardens of The Valley 13000 Victory Blvd. North Hollywood, CA 91605	Leizl Penuela, BSN Director of Nursing	(818) 985-5990 = Telephone
Woodland Care Center 7120 Corbin Avenue Reseda, CA 91335	Flor Perez, BSN Director Of Nursing	(818) 881-4540 = Telephone



Preferred College of Nursing
6551 Van Nuys Blvd. Ste 200
Van Nuys, Ca 91401
TEL: (818) 902-3708 FAX: (818) 902-3790

Section 2530 (l) of the Vocational Nursing Rules and Regulations states:

“The Board 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 approved vocational nursing school for the same period.”

Violation #13.

The program’s average annual pass rate has been greater than ten(10) percentage points below the state average annual pass rate for fifteen(15) of the twenty-five (25) quarters for which data were examined. Over the last ten (10) consecutive quarters, the program’s average annual pass rates have been 14- 28 percentage points below state average annual pass rates.

Response to Violation #13.

Corrective action: During the spring of 2014, an intense mandatory NCLEX review was instituted for all students upon completion of the last term. The review includes lecture, tests in the various content areas, as well as a comprehensive test, with a national standardized predictor test. For students not passing the comprehensive test or the national predictor exam, provisions have been made for remediation exams and extra learning periods with independent and long distance learning. **See Appendix (M)**

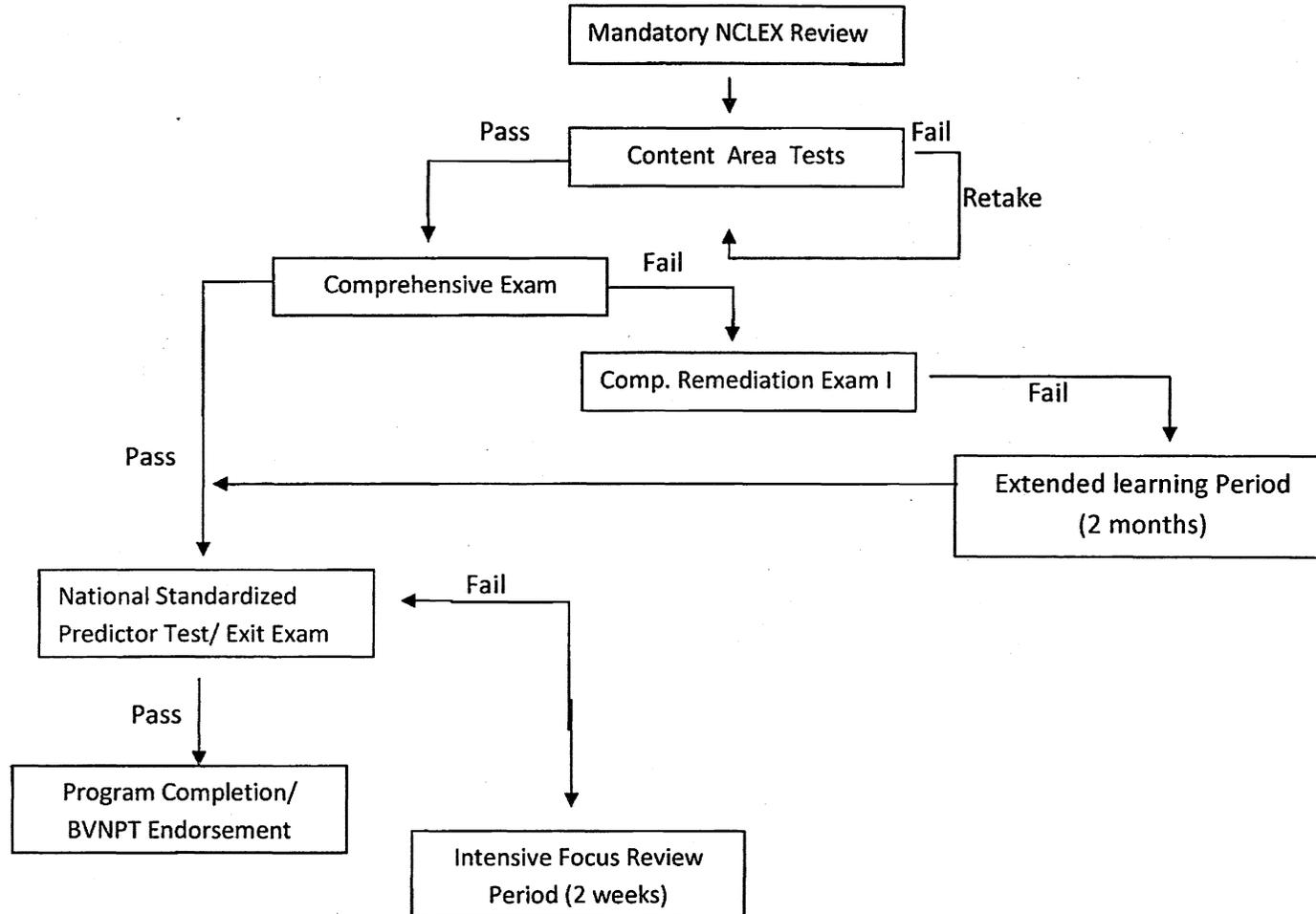
The students must pass the national standardized predictor test in order to receive endorsement for NCLEX eligibility.

While scores remain low, there is a slight improvement in the current quarter 07/01/2014 . See Appendix (M1). Preferred delivered 11 students with 7 passing, 4 failing for a 63.64 % total rate.

Students who took NCLEX in the third quarter, after passing the review, had a better pass rate of 75%. The total overall percentage, 48.15% is not where it should be and is more than 10 percentage points below the state average annual pass rate.

Preferred has put to use a new plan that requires time for future gains. Students will pass the national predictor and go on to NCLEX success.

Exit Exam and Program Completion Flowchart



**Report 4 Rolling Quarter – Jurisdiction Program Summary of
all First-Time Candidates Licensed in All Jurisdictions**

01 Jul 2014 to 30 Sep 2014

NCSBN Confidential

California Board of Vocational Nursing & Psychiatric Technicians (22)

Education Program Code	Education Program	Education Program City	-- Current Quarter -- 07/01/2014 – 09/30/2014				-- Total -- 10/01/2013 – 09/30/2014			
			# Delivered	# Passed	# Failed	% Passed	# Delivered	# Passed	# Failed	% Passed
04-253	CA - PREFERRED COLLEGE OF NURSING - VAN NUYS (04-253)	VAN NUYS	1	1	0	100.00%	1	1	0	100.00%
			1	1	0	100.00%	6	2	4	33.33%
			1	0	1	0.00%	7	4	3	57.14%
			0	0	0	0.00%	1	0	1	0.00%
			1	0	1	0.00%	9	5	4	55.56%
			4	3	1	75.00%	4	3	1	75.00%
Total:			11	7	4	63.64%	54	26	28	48.15%



Preferred College of Nursing
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Section 2533 (a) of the Vocational Nursing Rules and Regulations states :

“Vocational nursing programs shall include theory and correlated clinical experience.”

Violation # 14:

Based on observation and an analysis of available clinical rotations, the program failed to provide clinical experience that correlated with presented didactic content in maternity nursing. According to the director and an instructor, no Maternity clinical sites are available to the students.

Response to Violation # 14 :

A clinical site for maternity was approved December 5, 2014. See attached schedule of **students’ maternity rotation to start January 5, 2015**. The school will continue to seek additional maternity resources for the students.

PREFERRED COLLEGE OF NURSING
 Vocational Nursing Program
Batch # 42 Maternity Tentative Clinical Assignment

Group A: Rafik Latif, MD Clinic
18250 Roscoe Blvd. Ste. 330
Northridge, CA 91325

Instructor: Ms. Marilyn Cooper, BSN

Schedule: 01/05/15-- 01/16/15

*Park on Side Streets ONLY or designated Parking area.

Pre-conference : *As schedule*

Post-conference : *As schedule*

It is important that the student nurses get their assignment and shift-report at the beginning of the shift. It is mandatory that students and instructor get to their assigned facility and stay an eight (8) hour shift per regulations of the Board of Vocational Nursing and Psychiatric Technicians (BVNPT) in compliance with the required clinical hours in order for students to graduate the program.

Clinical Schedule:

Dates	Assignment	Dates	Assignment
01/05/14	Maternity Nursing		
01/06/15	Maternity Nursing		
01/07/15	Maternity Nursing		
01/08/15	Maternity Nursing		
01/09/15	Maternity Nursing		
01/12/15	Maternity Nursing		
01/13/15	Maternity Nursing		
01/14/15	Maternity Nursing		
01/15/15	Maternity Nursing		
01/16/15	Maternity Nursing		

*Care Plans due 01/16/15 All Clinical objectives signed on 01/16/15

Group 1

Alfonso, Justin	
Guevarra, Marilyn	
Codamon, Ja La Laine	
Lauraya, Anglea Lou	



Preferred College of Nursing
6551 Van Nuys Blvd. Ste 200
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Section 2534(b) of the Vocational Nursing of the 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. Clinical objectives which students are expected to master shall be posted on patient care units utilized for clinical experience.”

Violation #15:

As noted above, in Violation #16, the program has no clinical facilities providing Maternity nursing experience. Board representatives observed that clinical objectives are not posted on the nursing unit of the clinical facility and, as identified by the director and the clinical instructor, student assignments are based on need of the facility rather than the clinical objectives the students are expected to accomplish. Students in the last term of the program were assigned only one patient at a time and none of the students interviewed in the clinical site had, as yet, performed tasks such as catheter insertion and suctioning, despite the fact they were in the last term of the program. This indicates that competency-based objectives are not being accomplished and it is also an indication that theory and clinical practice are not correlated.

Response to Violation # 15:

A clinical facility application, with objectives, for Maternity has been submitted and approved (**Appendix O**).

Scheduled training of clinical instructors regarding correlation of theory and clinical, terminal objectives of the program will be discussed during training meeting in February. Instructors will become familiar with methods to accomplish competency-based objectives. As an exercise, clinical instructors will be taught to write nursing objectives.

During following meetings, instructors will be receiving updates on the practice of clinical education. Clinical binders for the instructors will be reviewed with emphasis on the objectives of clinical teaching.

Much of the education at the student level involves task performance. Instructors will seek out more varied experiences for the student; possibly bladder training protocol since catheter insertions are discouraged due to nosocomial infections

**APPENDIX O, CONTAINING SITE SPECIFIC DETAILS,
HAS BEEN REMOVED**



Preferred College of Nursing
6551 Van Nuys Blvd. Ste 200
Van Nuys, Ca 91401
TEL: (818) 902-3708 FAX: (818) 902-3790

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

“Schools are responsible for the continuous review of clinical facilities to determine if the student’s clinical objectives for each facility are being met.”

Violation # 16 :

As noted in Violation # 3 , program representatives failed to produce documentation substantiating the evaluation of clinical facilities.

Response to Violation # 16 :

In relation to Violation # 16, documentation substantiating the evaluation of clinical facilities procedure and methodology were included as attachment. See Reply to Violation # 3 (Appendix C, C1, C2, C3) Identified problems will be followed up and plan to correct the problem will be address during the monthly faculty meeting set every last Friday of each month starting January 30, 2015.

Agenda Item #8.A.9., Attachment D

(Appendix C1)



Preferred College of Nursing
6551 Van Nuys Blvd. Suite 200 Van Nuys, CA 91401
Tel. (818) 902-3767 Fax: (818) 902-3790

BVNPT RECD EDU
ON 12/15/14 WITH DJ, NEC

Minutes of Meeting
Staff and faculty
June 27, 20012

1. The meeting started at 2:20 pm presided over by Efren with mostly faculty attending.

A review feedback how the students were given by each teacher present regarding their experience about his/her clinical group. One instructor commented that students apparently don't have the discipline and interest as revealed by halfhearted performance and involvement on patient care. From this observation, it was suggested that instructor should be more strict in managing student behavior as part of skills that they should acquire how to have a correct attitude. The suggestion was then unanimously accepted and instructors were advised to review the provision of the student catalogue and on discipline for follow up guidelines.

✓ 2. Another issue that was noted insofar as clinical is concerned is the bridging of the skills performed in the laboratory and the actual realization of such skill in the clinical area. It was suggested from this observation that a close link and between the theory instructor and the clinical instructor should be worked out and a clinical plan be made by the instructor in the clinical so that major concepts and skills for a particular subject matter are given enough attention for students benefit. It was also suggested that since there are some laboratory equipment still lacking, some skills should be performed in the clinical like assessing the content of a crash cart which the school do not have.

3. In the theoretical side of the program, it was only mentioned that teachers should be extra patient and diligent in making the student the hard stuff of each subject and as a matter of suggestion resourcefulness on the part of the teacher and updating are key issues for student better performance in class. At this point it was suggested that teachers have their own continuing education and updating as the school is into cost cutting due to low enrolment and very unstable financial environment in the region

4. Finally, everyone was reminded that part of the cost cutting was cutting on the work hours of each employee, temporary increasing the premium contribution for medical benefit (from 30- 50 % share increase) and closing on weekends or limiting employee on weekends. With no other discussion arising, the meeting ended at 3:45 pm..

Rajiv Titus
Secretary

Agenda Item #8.A.9., Attachment E



BUSINESS, CONSUMER SERVICES, AND HOUSING 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) 263-7855 Web www.bvnpt.ca.gov



CERTIFIED MAIL

May 27, 2014

Joievelynn Herra, Director
Preferred College of Nursing, Van Nuys
Vocational Nursing Program
6551 Van Nuys Blvd., Suite 200
Van Nuys, CA 91401

Subject: Notice of Change in Approval Status

Dear Ms. Herra:

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on May 16, 2014, the status of the Preferred College of Nursing, Van Nuys, Vocational Nursing Program has been changed from full approval to provisional approval for the two –year period from May 16, 2014 through September 30, 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 approval completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Approval Status" form by **Friday, June 6, 2014**.

AREAS OF NON-COMPLIANCE [VIOLATION(S)]

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

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

Section 2526 (a)(13) of the Code states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:

(13) Screening and selection criteria."

Notice of Change in Approval Status

May 27, 2014

Page 2 of 5

Section 2526 (a)(16) of the Code states:

"The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:

- (13) List of resources for provision of counseling and tutoring services for students."

Section 2527 (a) of the Code states:

"The Board shall require such reports by schools and conduct such investigations as necessary to determine whether or not approval will be continued."

Section 2530 (a) of the Code states:

"The program shall have sufficient resources, faculty, clinical facilities, library, staff, and support services, physical space, skills laboratory, and equipment to achieve the program's objectives."

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..."

The program pass rates of the Preferred College of Nursing, Van Nuys, Vocational Nursing Program for the past twenty-two (22) quarters are set forth in the following table.

NCLEX-PN® Licensure Examination Data			
Annual Statistics*			
Quarter	State Average Annual Pass Rate	Program Average Annual Pass Rate	Variance from State Average Annual Pass Rate
July - Sep 2008	74%	75%	+1
Oct - Dec 2008	73%	70%	-3
Jan - Mar 2009	72%	62%	-10
Apr - Jun 2009	70%	61%	-9
July - Sep 2009	72%	62%	-10
Oct - Dec 2009	73%	61%	-12
Jan - Mar 2010	74%	62%	-12
Apr - Jun 2010	75%	62%	-13
Jul - Sep 2010	75%	62%	-13
Oct - Dec 2010	76%	64%	-12

Notice of Change in Approval Status

May 27, 2014

Page 3 of 5

NCLEX-PN® Licensure Examination Data			
Annual Statistics*			
Quarter	State Average Annual Pass Rate	Program Average Annual Pass Rate	Variance from State Average Annual Pass Rate
Jan - Mar 2011	77%	70%	-7
Apr - Jun 2011	76%	71%	-5
Jul - Sep 2011	76%	69%	-7
Oct - Dec 2011	75%	70%	-5
Jan - Mar 2012	74%	67%	-7
Apr - Jun 2012	74%	60%	-14
Jul - Sep 2012	74%	56%	-18
Oct - Dec 2012	74%	54%	-20
Jan - Mar 2013	73%	49%	-24
Apr - Jun 2013	73%	54%	-19
Jul - Sep 2013	74%	59%	-15
Oct - Dec 2013	76%	51%	-25
Jan - Mar 2014	76%	48%	-28

*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.

Based on this data, the program failed to meet the average annual pass rate requirement.

REQUIRED CORRECTION(S)

1. Preferred College of Nursing, Van Nuys, Vocational Nursing Program shall submit a written report no later than **June 1, 2014**. The report shall include a comprehensive analysis of the program including all elements in the previously submitted plan of correction, identification of factors negatively impacting student achievement, specific actions taken to improve program pass rates, the effect of employed interventions, and specific program resources required for achievement of program objectives.
2. The program shall admit no additional students without prior approval by the full Board.
3. If the program fails to submit the report as specified in Corrective Action #1, place the program on the September 2014 Board agenda for reconsideration of provisional approval.
4. If the program submits the report as specified in Corrective Action #1, by **June 1, 2014**, the program's provisional approval shall be extended from September 30, 2014 through May 31, 2016.

Notice of Change in Approval Status

May 27, 2014

Page 4 of 5

5. The program shall bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate.
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 approval.
7. The program shall submit follow-up reports in two (2) months, but no later than **July 1, 2014**, and 21 months, but no later than **February 1, 2016**. 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.
8. The program shall 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.
9. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

FUTURE BOARD ACTION

Your program will be placed on the **September 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 the Board meeting.

Notice of Change in Approval Status

May 27, 2014

Page 5 of 5

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: **Prior approval by the full Board is required to admit classes.**

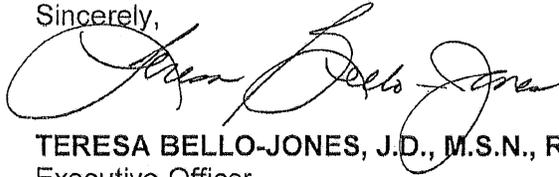
In the event your program is required to submit any report(s) as a corrective action pursuant to this notice, such reports are required in addition to any other reports required pursuant to 2527 of the Board's regulations.

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 approval 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/sc



BUSINESS, CONSUMER SERVICES, AND HOUSING 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) 263-7855 Web www.bvnpt.ca.gov



BVNPT
on _____

Acknowledgement of Change in Approval Status

I, Joielynn Herra, director of Preferred College of Nursing, Van Nuys.
(Director's Name) (Name of Program)

Vocational Nursing Program hereby acknowledge that this program approval status has been changed from full approval to provisional approval for the four – month period from May 16, 2014 through September 30, 2014. 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 approval while on provisional approval as "material misrepresentation of fact." "Material misrepresentation of fact" may lead to revocation of the program's approval. Further, I understand the program's provisional approval status will be reflected on the Board's internet website.

Please complete and return this form to the Board by Friday, June 6, 2014.

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

J. Herra
(Signature of Director)

5/29/14
(Date)

BVNPT Received on 5/28/14 with EDU



Agenda Item #8.A.9., Attachment F

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

Board of Vocational Nursing and 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



November 26, 2014

Joievelynn Herra, Director
Vocational Nursing Program
Preferred College of Nursing, Van Nuys
6551 Van Nuys Blvd # 200
Van Nuys, CA 91401

Subject: Program Approval Status

Dear Ms. Herra,

The Board of Vocational Nursing and Psychiatric Technicians (Board) is scheduled to consider the following elements relative to the **Preferred College of Nursing, Van Nuys, Vocational Nursing Program** on **February 13, 2015**:

- Reconsideration of Provisional Approval Based on Report of Unannounced Survey Visit

In preparation for that meeting, information is requested relative to the program's enrollment, approved faculty, clinical resources, and other critical program resources. Please complete and submit the attached forms by **December 15, 2014**.

Any other materials you wish the Board to consider are also due **no later than December 15, 2014**.

Should you have questions, please do not hesitate to contact me at (916) 263-7842.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant

Attachments:

1. Blank Enrollment Data Table.
2. Blank Faculty and Facility Forms (list **ONLY CURRENT** faculty and facilities)
3. Blank Faculty/Student Clinical Assignment Form
4. Blank Maternity Faculty/Student Clinical Assignment Form
5. Blank Pediatric Faculty/Student Clinical Assignment Form



Agenda Item #8.A.9., Attachment F

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

Board of Vocational Nursing and 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



November 26, 2014

Joievelynn Herra, Director
Vocational Nursing Program
Preferred College of Nursing, Van Nuys
6551 Van Nuys Blvd # 200
Van Nuys, CA 91401

Subject: Program Approval Status

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Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant

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Agenda Item #8.A.9., Attachment G

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

Board of Vocational Nursing and 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



CERTIFIED MAIL

December 5, 2014

Bernardita Sanchez, Administrator
Vocational Nursing Program
Preferred College of Nursing, Van Nuys
6551 Van Nuys Blvd #200
Van Nuys, CA 91401

Subject: Requirement for Active Administration of the Program

Dear Ms. Sanchez,

On Monday, December 1, 2014, the Board received electronic correspondence advising of the resignation of Joievelynn Hera as the director of the Preferred College of Nursing, Van Nuys, Vocational Nursing Program.

The Board is aware that students are currently enrolled in the program and continue to attend classes. In addition, important actions were required of the program to correct the violations identified on the recent survey visit. The request for action to correct violations, the request for critical data, **and** the notice of placement of your program on the February 2015 Board agenda for reconsideration of provisional approval was directed to the recently resigned program director.

You are hereby reminded of California Code of Regulations Section 2529(b) which states:

“Each vocational nursing program shall have one faculty member, designated as director who meets the requirements of subsection (c)(1) herein, who shall actively administer the program. The director is responsible for compliance with all regulations in Chapter 1, Article 5 ...”

At this critical time for your program, the Board strongly recommends that violations of this nature be avoided. Such violations further jeopardize your program's continued provisional approval. Moreover, lack of active administration of the program will seriously jeopardize the education of students. The Board is mandated to ensure the protection of the health, safety, and welfare of California consumers. Students in your program are consumers.

The following information is required no later than **Monday, December 15, 2014**:

- 1) A detailed plan for administration of the Preferred College of Nursing, Van Nuys, Vocational Nursing Program that is compliant with the requirements specified in Section 2529(c)(1) of the California Code of Regulations.
- 2) All requirements listed in the Notice of Violations, sent by Certified Mail on November 12, 2014 with revision of numbering of the violations sent by Certified Mail on November 19, 2014.
- 3) All requirements listed in the electronic correspondence of November 26, 2014 notifying the program of placement on the February 2015 Board meeting agenda for Reconsideration of Provisional Approval Based on Report of Unannounced Survey Visit. The electronic correspondence was read by the former program director on November 26, 2014.

Should further clarification be needed, please feel free to contact me as listed below.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
916.263.7842
donna.johnson@dca.ca.gov



Agenda Item #8.A.9., Attachment H

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

Board of Vocational Nursing and 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



CERTIFIED MAIL

December 12, 2014

Marilyn Rosow-Cooper, Assistant Director
Vocational Nursing Program
Preferred College of Nursing, Van Nuys
6551 Van Nuys Blvd #200
Van Nuys, CA 91401

Subject: Additional Corrective Action Required

Dear Ms. Rosow-Cooper,

As you know, at the recent program survey visit a number of violations were identified. The purpose of this letter is to inform you of an additional corrective action that is required as a result of new information regarding previously identified violations.

Section 2533(a) of the Vocational Nursing Rules and Regulations states:

“Vocational nursing programs shall include theory and correlated clinical experience.”

Violation #14:

The Board - approved curriculum includes theory and correlated clinical experience. However, based on observation and an analysis of available clinical rotations, the program failed to provide clinical experience that correlated with presented didactic content in Maternity Nursing. According to the director and an instructor, no Maternity nursing clinical sites are available to the students. Students studying Maternity nursing theory at the time of the survey visit were engaged in clinical experience in an adult skilled nursing facility.

Additional Data: Board representatives conducted a review and analysis of pediatric clinical facilities presented as current clinical facilities on the 2014 Annual Report. Each facility was contacted. The following was identified:

- 1) Kaiser Panorama City Medical Center has had no students from Preferred College of Nursing, Van Nuys, Vocational Nursing program since the contract was signed 6/9/09
 - 2) All Saints Healthcare has never had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric units.
 - 3) Family Health Care Clinic has not had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric experience since September 2011. A representative from the program called approximately one month ago but they are not accepting students at this time.
 - 4) Totally Kids has not had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric experience at any time.
- Therefore, there are **no pediatric clinical experiences available to students.**

Required Action: Provide a rotation schedule demonstrating each student's rotation through a Board approved clinical facility offering Maternity nursing experience before graduation from the program.
Due no later than December 15, 2014.

Additional Required Action: Provide a rotation schedule demonstrating each student's rotation through a Board approved clinical facility offering Pediatric nursing experience before graduation from the program.
Due no later than January 9, 2015.

Section 2882 of the Vocational Nurse Practice Act states:

"The course of instruction of an approved school of vocational nursing shall consist of not less than the required number of hours of instruction in such subjects as the board may from time to time by regulation determine, together with the required number of hours in the care of medical, surgical, obstetrical patients, sick children, and such other clinical experience as from time to time may be determined by the board."

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. Clinical objectives which students are expected to master shall be posted on patient care units utilized for clinical experience.”

Violation #15:

As noted above, in Violation #16, the program has no clinical facilities providing Maternity nursing experience. Board representatives observed that clinical objectives are not posted on the nursing unit of the clinical facility and, as identified by the director and the clinical instructor, student assignments are based on need of the facility rather than the clinical objectives the students are expected to accomplish. Students in the last term of the program were assigned only one patient at a time and none of the students interviewed in the clinical site had, as yet, preformed tasks such as catheter insertion and suctioning, despite the fact they were in the last term of the program. This indicates that competency-based objectives are not being accomplished and it is also an indication that theory and clinical practice are not correlated.

Additional Data: Board representatives conducted a review and analysis of pediatric clinical facilities presented as current clinical facilities on the 2014 Annual Report. The following was identified:

- 1) Kaiser Panorama City Medical Center has had no students from Preferred College of Nursing, Van Nuys, Vocational Nursing program since the contract was signed 6/9/09
- 2) All Saints Heathcare has never had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric units.
- 3) Family Health Care Clinic has not had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric experience since September 2011. A representative from the program called approximately one month ago but they are not accepting students at this time.
- 4) Totally Kids has not had students from Preferred College of Nursing, Van Nuys, Vocational Nursing program in pediatric experience at any time.

Therefore, there are **no pediatric clinical experiences available to students.**

Required Action:

Submit clinical facility applications for Maternity nursing experience by **December 1, 2014.**

Provide documentation of the listing of clinical objectives on the nursing unit.

Provide documentation of training of clinical instructors regarding correlation of theory and clinical, terminal objectives of the program, and how to accomplish clinical objectives in an approved clinical facility.

Due no later than December 15, 2014.

Additional Required Action: Submit clinical facility applications for Pediatric nursing experience by **January 9, 2015.**

Be advised that the continuation of such violations further jeopardizes your program's approval.

Should further information be needed, please feel free to contact me.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA

Nursing Education Consultant

donna.johnson@dca.ca.gov

916-263-7842

Agenda Item #8.A.9., Attachment I

BVNPT Received
on 12/15/14 with

EDU
J.



Preferred College of Nursing
6551 Van Nuys Blvd. Van Nuys, Ca 91401
Tel.(818)902-3708 Fax.(818)902-3790

VF

BVNPT

2014 DEC 15 PM 12:40

December 10, 2014

Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833-2046

Subject: Requirement for Active Administration of the Program

Dear Ms. Johnson

Thank you for your letter dated December 5, 2014 regarding the above captioned subject.

Preferred College of Nursing is compliant with the requirement specified in Section 2529 (b) of the California Code of Regulation. As such, the VN Program Assistant Director, Marilyn Rosow-Cooper, RN, BSN, MSN, PHN actively administers the institution's Vocational Nursing Program.

PCN is in the process of selecting from among the various applicants for the position – VN Program Director and will be submitting the final documents of the chosen applicant very soon for your approval.

Also, all requirements listed in your notice of violations sent on November 12, 2014 will be submitted as scheduled on or before December 15, 2014

We acknowledge receiving list of all requirements in the electronic correspondence of November 26, 2014 notifying the program of placement on the February 2015 Board meeting agenda for Reconsideration of Provisional Approval Based on Report of Unannounced Survey visit.

Your invaluable guidance to the institution is greatly appreciated.

Sincerely,


Bernardita R. Sanchez
Administrator