

# Agenda Item #22.C.3.



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

BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS  
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## COVER SHEET

**SUBJECT:** *Career Care Institute, Ventura, Vocational Nursing Program – Consideration of Request to Admit Students* (Director: Linda Malek-Jones, Ventura, Ventura County – Private)

The Career Care Institute, Ventura, Vocational Nursing Program has requested approval to:

- Admit one (1) **full – time class** of **30** students beginning **September 11, 2017**, and graduating January 18, 2018, to **replace** the class that graduated June 4, 2017.
- Admit one (1) **full – time class** of **30** students beginning **October 9, 2017**, and graduating February 17, 2018, to **replace** the class that will graduate September 14, 2017. Approval of the request to admit two cohorts of students is recommended.

### Recommendations:

1. Approve the request for approval to admit one (1) full – time class of 30 students beginning **September 11, 2017**, and graduating January 18, 2018, to **replace** the class that graduated June 4, 2018.
2. Approve the request for approval to admit one (1) **full – time class** of **30** students beginning **October 9, 2017**, and graduating February 17, 2018, to **replace** the class that will graduate September 14, 2017.
3. Continue to require the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences.
4. Continue to require the program to admit no additional classes without prior approval by the Board.
5. Continue to require the program director to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class.
6. As previously required by the Board, the program must submit a report to the Board no later than seven (7) months, but no later than **June 1, 2017**, and twenty – one (21) months, but no later than **August 1, 2018**. The report must include a comprehensive

analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

- a. Admission Criteria.
  - b. Screening and Selection Criteria.
  - c. Terminal Objectives.
  - d. Curriculum Objectives.
  - e. Instructional Plan.
  - f. Theory and Clinical Objectives for Each Course.
  - g. Lesson Plans for Each Course.
  - h. Textbooks.
  - i. Attendance Policy.
  - j. Remediation Policy.
  - k. Evaluations of Theory and Clinical Faculty.
  - l. Evaluations of Theory Presentations.
  - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
  - n. Evaluation of Student Achievement.
  - o. Current Enrollment
7. 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 California Code of Regulations, Title 16, commencing with section 2526.
  8. 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.
  9. Place the program on the November 2018 schedule for reconsideration of provisional approval.

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DATE: August 10, 2017

TO: Board Members

FROM: *Jessica Wong for*  
Faye Silverman, RN, MSN/Ed, PHN, WOCN  
Nursing Education Consultant

SUBJECT: Career Care Institute, Ventura, Vocational Nursing Program – Consideration of Request to Admit Students (Director: Linda Malek-Jones, Ventura, Ventura County – Private)

The Career Care Institute, Ventura, Vocational Nursing Program has requested approval to:

- Admit one (1) **full – time class** of 30 students beginning **September 11, 2017**, and graduating January 18, 2018, to **replace** the class that graduated June 4, 2017.
- Admit one (1) **full – time class** of 30 students beginning **October 9, 2017**, and graduating February 17, 2018, to **replace** the class that is scheduled to graduate September 14, 2017.

Approval of the request to admit two cohorts of students is recommended.

The Board initially placed the program on provisional approval for a two (2) year period on November 4, 2016 due to noncompliance with regulatory requirements.

## History of Prior Board Actions

(See Attachment A for History of Prior Board Actions)

## Enrollment

Each class admission to the 16-month program must have prior Board approval. The pattern of admission for current classes is seen in the enrollment data table below.

The following table represents **current and projected** student enrollment based on current and proposed class starts and completions. The table indicates a **maximum enrollment of 60 students** for the period **January 2016 through October 2017**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Complete			
1/25/16 (*6/4/17)		26	20	20
5/30/16 (*9/14/17)		39	18	20 + 18 = 38
	6/4/17 (1/25/16 Class)	26	-20	38 - 20 = 18
9/11/17 (Proposed) (*1/18/19)		30	30	18 + 30 = 48
	9/14/17 (5/30/16 Class)	39	-18	48 - 18 = 30
10/9/17 (Proposed) (*2/17/19)		30	30	30 + 30 = 60

\*Indicates projected graduation date

### Licensing Examination Statistics

The following statistics, furnished by Pearson VUE and published by the National Council of State Boards of Nursing as "Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction" for the period July 2015 through June 2017, specify the pass percentage rates for graduates of the Career Care Institute, Ventura, 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(l)]	Variance from State Average Annual Pass Rate
Jul – Sep 2015	24	13	54%	73%	55%	72%	-17
Oct – Dec 2015	16	14	88%	75%	64%	72%	-8
Jan – Mar 2016	18	13	72%	73%	65%	72%	-7
Apr – Jun 2016	14	9	64%	75%	68%	74%	-6
Jul – Sep 2016	34	26	76%	76%	76%	75%	+1
Oct – Dec 2016	15	6	40%	70%	67%	74%	-7
Jan – Mar 2017	24	22	92%	72%	72%	73%	-1
Apr – Jun 2017	14	9	64%	68%	72%	74%	-2

\*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 § 2530(l) 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.”

This data substantiates the program’s compliance with Section 2530 (l) of the Vocational Nursing Rules and Regulations for seven (7) of the previous eight (8) consecutive quarters from October 2015 through June 2017. However, it is important to note that for Quarter 3, 2015, the program’s average annual pass rate was **17** percentage points **below** the state.

Based on the most recent data available (April 2017 through June 2017), the program’s average annual pass rate is **72%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® Licensure Examination for the first time during the same period is **74%**. The average annual pass rate for the Career Care Institute, Ventura, Vocational Nursing Program is **two (2)** percentage point **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.”

Based on the Board’s November 2016 decision, the program is required to provide no less than one (1) instructor for every ten (10) students in clinical classes.

The current number of Board-approved faculty totals eight (8). The current Director of Nursing has 100% administrative responsibility. This school has one teacher assistant. Based on the above information, the program has six (6) instructors approved to teach clinical classes.

Faculty stability was identified with three (3) faculty members being employed for 0 – 2 years. Two (2) faculty members have been employed for 2 – 5 years. Three (3) faculty members have been employed for 6 – 10 years. The approved director position and six (6) faculty work full time and one (1) faculty works part time.

For a maximum enrollment of **60** students, **six (6)** instructors are needed. Therefore, faculty is **adequate** for the current and proposed 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.”

Clinical sites are **adequate** as to number, type and variety of patients treated to enable current students to achieve the clinical objectives.

### **Other Considerations**

On July 5 and 6, 2016, Board staff conducted an unannounced program inspection of the Career Care Institute, Ventura, Vocational Nursing Program. Based on the unannounced program inspection **eight (8)** violations were identified. Of the **eight (8)** identified violations, **all** have been corrected.

On November 4, 2016, the Board adopted the recommendation of the Education Committee to place Career Care Institute, Ventura, Vocational Nursing Program on provisional approval for the two-year period from **November 4, 2016**, through **November 29, 2018**; and issued a notice to the program to identify specific area of non-compliance and requirements for correction as referenced in Section 2526.1 of the California Code of Regulations. The Board **denied** the program’s request to admit a class of 30 students commencing on October 24, 2016, expected to graduate on February 8, 2018.

**On January 5, 2007, a new director was approved.**

Submitted documents and information confirm the new director’s active administration and correction of identified deficiencies. **Two (2)** additional violations were identified during the preparation of the report for the February 2017 Board meeting. In January 2017, the program had one pediatric site which was growth and development and no sick child sites. Further, the program had no maternal health clinical sites.

Of the **two (2)** identified violations, **all** have been corrected. Currently the program has four (4) pediatric sites. Two are growth and development and two (2) are sick children facilities. The program has three (3) maternal health sites. Two (2) are clinics and one (1) hospital where students get to see deliveries and participate in the care of the newborn babies and post-partum care of the mother.

### **Recommendations:**

1. Approve Career Care Institute, Ventura, Vocational Nursing Program’s request to admit one (1) full – time class of 30 students beginning **September 11, 2017**, and graduating January 18, 2018, to **replace** the class that graduated June 4, 2018.
2. Approve the program’s request to admit one (1) **full – time class** of 30 students beginning **October 9, 2017**, and graduating February 17, 2018, to **replace** the class that is scheduled to graduate September 14, 2017.
3. Continue the program’s requirement to provide no less than one (1) instructor for every ten (10) students in clinical experiences.

4. Continue the program's requirement to admit no additional classes without prior approval by the Board.
5. Continue the program's requirement to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class.
6. Continue the program's requirement to submit a report to the Board no later than seven (7) months, but no later than **June 1, 2017**, and twenty – one (21) months, but no later than **August 1, 2018**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Admission Criteria.
  - b. Screening and Selection Criteria.
  - c. Terminal Objectives.
  - d. Curriculum Objectives.
  - e. Instructional Plan.
  - f. Theory and Clinical Objectives for Each Course.
  - g. Lesson Plans for Each Course.
  - h. Textbooks.
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  - 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
7. Continue the program's requirement to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the California Code of Regulations, Title 16, commencing with section 2526.
8. Continue the program's requirement 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.

**Rationale:** Data substantiates the program's compliance with Section 2530 (l) of the Vocational Nursing Rules and Regulations for seven (7) of the previous eight (8) consecutive quarters from October 2015 through June 2017. However, it is important to note that the Quarter 2, 2015, through Quarter 3, 2015, the program's pass rate averaged between **17** and **19** percentage points below the state.

During an unannounced program inspection conducted July 5 and 6, 2016, Board staff identified **eight (8)** violations were identified. Those findings

resulted in the program's placement on provisional approval on November 5, 2016. Subsequently, **two (2)** additional violations were identified. Of the total identified violations, **all** have been corrected.

Board records and submitted documents and materials confirm that the program has adequate faculty to provide a 1:10 ratio of instructor to students in clinical facilities. Additionally, the program has adequate facilities as to number, type and variety of patients treated to enable current students to achieve the clinical objectives.

Given the foregoing, approval of the program's requests is recommended.

Board staff will continue to monitor closely the program's effectiveness by tracking class admissions, resources, and the program's quarterly annual average pass rates.

Attachment A: History of Prior Board Actions.



# **Agenda Item #22.C.3., Attachment A**

## **CAREER CARE INSTITUTE, VENTURA VOCATIONAL NURSING PROGRAM**

### **History of Prior Board Actions**

- On November 2, 2004, the Executive Officer approved Career Care Institute, Ventura to begin a vocational nursing program with an initial class of 50 students on November 15, 2004, only. The program curriculum was approved for 1564 hours, including 588 theory, and 976 clinical hours.
- On September 16, 2005, the Executive Officer approved initial full accreditation for Career Care Institute, Ventura, Vocational Nursing Program for the period from September 16, 2005, through September 15, 2009, and issued a certificate accordingly; approved the program's request to admit a full-time daytime class of 50 students starting February 21, 2006, only, to replace students graduating February 10, 2006, and approved the program's request to admit a full-time evening class of 50 students on September 19, 2005, only.
- **On June 27, 2006, a new director was approved.**
- On August 9, 2006, the Executive Officer approved the program's request to admit a full-time class of 50 students starting January 3, 2007, only, to replace students graduating December 18, 2006.
- **On January 3, 2007, a new director was approved.**
- On April 12, 2007, the Executive Officer approved the program to admit a full-time class of 50 students, on June 4, 2007, only, replacing the class graduating May 24, 2007.
- On April 10, 2008, the Executive Officer approved the Career Care Institute, Ventura, Vocational Nursing Program to admit a full-time class of 50 students, on May 12, 2008, only, replacing the class graduating May 4, 2008. Also, the Executive Officer approved ongoing admissions to **replace** graduating classes, only, 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 admission of two full-time classes that are 16 months in length. These classes start approximately five months apart. Each of these classes will be replaced at the time of graduation. In this pattern of ongoing

admissions, there will be no more than two classes running concurrently and no more than 50 students enrolled in each class at any given time.

- b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On September 3, 2009, the Board approved continued full accreditation for the Career Care Institute, Ventura, Vocational Nursing Program for the period September 16, 2009 through September 15, 2013, and issued a certificate accordingly.
  - On January 7, 2010, the Executive Officer approved the Career Care Institute, Ventura Vocational Nursing Program request for ongoing admissions of full-time classes of 45 students every quarter, to replace graduating classes, beginning with classes admitted on March 1, 2010; June 28, 2010; and October 18, 2010, 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 admission of three (3) full-time classes that are 16 months in length. These classes start approximately three (3) months apart. Each of these classes will be replaced at the time of graduation. In this pattern of ongoing admissions, there will be no more than three (3) classes running concurrently and no more than 45 students enrolled in each class at any given time.
    - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - On July 17, 2013, the Executive Officer **continued** full approval of the Career Care Institute, Ventura, Vocational Nursing Program for the period September 16, 2013 through September 15, 2017, and issue a certificate accordingly; and, **continued** approval of the program's ongoing admissions of full-time classes of 45 students every quarter, to **replace** graduating classes with the following stipulations:
    - a. No additional classes are added to the program's pattern of admissions without prior Board approval. The program's pattern of admissions will include admission of one (1) class of 45 students four (4) times per year, only, admitting in February, June, September and December, to **replace** graduating classes.
    - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
    - c. The program maintains an average annual pass rate that is compliant with Section 2530 (l) of the Code.
  - **On April 21, 2016, the Board approved a new program director.**
  - On July 22, 2016, the Executive Officer referred the program to the Education Committee for consideration of placement on provisional approval, and:

- a. **Immediately rescinded** approval of the program's ongoing admissions of full-time classes of 45 students every quarter, to **replace** graduating classes.
  - b. **Required** the program to admit no additional classes unless approved by the Board.
  - c. **Required** the program to correct all violations identified during the onsite inspections, and submit a report identifying implemented interventions and timelines no later than **August 12, 2016**.
- **On August 17, 2016, the Board approved a new program director.**
  - On October 14, 2016, the Education Committee recommended the program's placement on provisional approval due to noncompliance with regulatory requirements.
  - On November 4, 2016, the Board placed Career Care Institute, Ventura, Vocational Nursing Program was placed on provisional approval for the two-year period from **November 4, 2016**, through **November 29, 2018**; and issued a notice to the program to identify specific area of non-compliance and requirements for correction as referenced in Section 2526.1 of the California Code of Regulations. The Board **denied** the request to admit a class of 30 students commencing on October 24, 2016, expected to graduate on February 8, 2018. Additionally, the Board required the program to correct existing violations identified during the onsite inspection, and submit a report providing evidence of implemented interventions, to include the following no later than **December 16, 2016**.
    - a. Implementation of the approved methodology, including timeline for admission and screening program applicants.
    - b. Implementation of the Board approved instructional plan, and evidence all faculty members have access and understand the use of the instructional plan.
    - c. Implementation of the approved attendance policy to include identification of students for whom absences are identified and assigned and completed make-up hours.
    - d. Instruction that demonstrates a correlation between theory and clinical experiences for enrolled students.
    - e. Identification and implementation of process of providing local resources for tutoring and counseling students.
    - f. Active administration by a Board - approved director.
    - g. Instructional calendar that specifies a schedule for the provision of theory and correlated clinical rotations consistent with the curriculum for enrolled students.
    - h. Identification and implementation of process of providing sufficient resources, faculty, clinical facilities, library, staff and support services, physical space, skills laboratory and equipment to achieve the program's objectives.
    - i. Implementation of the approved methodology, including timeline implementation of evaluation of student progress and performance and determine the need for remediation or removal from the program.
    - j. Submission of a plan of correction that eliminates future noncompliance by reporting faculty terminations within the time prescribed by regulation.

The Board required the program to admit no additional classes without prior approval by the Board; **and** required the director to submit, under penalty of perjury, the names

of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class; **and** required the program to submit a report to the Board no later than seven (7) months, but no later than **June 1, 2017**, and twenty – one (21) months, but no later than **August 1, 2018**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

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

The program was required 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** required to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval. The Board scheduled reconsideration of the program's provisional approval for the November 2018 Board meeting.

- On February 10, 2017, the Board denied the program's request to admit one (1) full – time class of 40 students on March 13, 2017 and graduating July 5, 2018, to **replace** the class that will graduate January 26, 2016; **and** required the program to correct existing identified violations identified and submit a report providing evidence of implemented interventions, to include the following no later than **April 1, 2017**.
  - a. Identification and implementation of process of providing sufficient resources, faculty, clinical facilities (Including sick children), library, staff and support services, physical space, skills laboratory and equipment to achieve the program's objectives.
  - b. Identification and implementation of a Teacher Assistant schedule as to ensure each teacher assistant shall work under the direction of an approved instructor. No more than one teacher assistant may be assigned to each instructor. Each teacher assistant shall assist the instructor in skills lab and clinical teaching only.

The instructor to whom the teacher assistant is assigned shall be available to provide direction to the teacher assistant as needed.

Additionally, the Board required the director to submit faculty/student clinical assignments for the following content areas for all currently enrolled students no later than **March 1, 2017**

- a. Fundamentals of Nursing.
- b. Medical Surgical Nursing.
- c. Obstetrical Nursing.
- d. Pediatric Nursing.

The Board continued the program's requirement to provide no less than one (1) instructor for every ten (10) students in clinical experiences; **and** continued to require the program to admit no additional classes without prior approval by the Board; **and** continued to require the program director to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class; **and** continued the requirement established at the November 2016 Board meeting to require the program to submit a report to the Board no later than seven (7) months, but no later than **June 1, 2017**, and twenty – one (21) months, but no later than **August 1, 2018**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions.

The following elements must be addressed in the analysis.

- a. Admission Criteria.
- b. Screening and Selection Criteria.
- c. Terminal Objectives.
- d. Curriculum Objectives.
- e. Instructional Plan.
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- n. Evaluation of Student Achievement.
- o. Current Enrollment

Additionally, the Board continued the program's requirement 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** continued 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.