

REGULAR

(See Instructions on reverse)

For use by Secretary of State only

STD. 400 (REV. 01-2013)

OAL FILE NUMBERS	NOTICE FILE NUMBER Z-2013-0611-03	REGULATORY ACTION NUMBER 2014-0711-02S	EMERGENCY NUMBER
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For use by Office of Administrative Law (OAL) only

RECEIVED FOR FILING PUBLICATION DATE

JUN 11 '13 JUN 21 '13

Office of Administrative Law

NOTICE

2014 JUL 11 PM 4:07

OFFICE OF ADMINISTRATIVE LAW

REGULATIONS

2014 AUG 21 PM 2:18

Jenna Bowen
 DENISE BROWN
 SECRETARY OF STATE

AGENCY WITH RULEMAKING AUTHORITY
 Board of Vocational Nursing and Psychiatric Technicians

AGENCY FILE NUMBER (if any)

A. PUBLICATION OF NOTICE (Complete for publication in Notice Register)

per agency request 8/21/14 (TA)

1. SUBJECT OF NOTICE Permissive Site Visits		TITLE(S) 16	FIRST SECTION AFFECTED VN-2526; PT 2581	2. REQUESTED PUBLICATION DATE June 21, 2013
3. NOTICE TYPE <input checked="" type="checkbox"/> Notice re Proposed Regulatory Action <input type="checkbox"/> Other	4. AGENCY CONTACT PERSON Mark Ito		TELEPHONE NUMBER (916) 263-7864	FAX NUMBER (Optional) (916) 263-7859
OAL USE ONLY ACTION ON PROPOSED NOTICE <input type="checkbox"/> Approved as Submitted <input type="checkbox"/> Approved as Modified <input type="checkbox"/> Disapproved/Withdrawn	NOTICE REGISTER NUMBER 2013, 252		PUBLICATION DATE 6/21/2013	

B. SUBMISSION OF REGULATIONS (Complete when submitting regulations)

1a. SUBJECT OF REGULATION(S) Permissive Site Visits	1b. ALL PREVIOUS RELATED OAL REGULATORY ACTION NUMBER(S)
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2. SPECIFY CALIFORNIA CODE OF REGULATIONS TITLE(S) AND SECTION(S) (Including title 26, if toxics related)

SECTION(S) AFFECTED (List all section number(s) individually. Attach additional sheet if needed.)	ADOPT
	AMEND VN-2526; PT 2581
	REPEAL
TITLE(S) 16	

per agency request 8/21/14 (TA)

3. TYPE OF FILING

<input checked="" type="checkbox"/> Regular Rulemaking (Gov. Code §11346)	<input type="checkbox"/> Certificate of Compliance: The agency officer named below certifies that this agency complied with the provisions of Gov. Code §511346.2-11347.3 either before the emergency regulation was adopted or within the time period required by statute.	<input type="checkbox"/> Emergency Readopt (Gov. Code, §11346.1(h))	<input type="checkbox"/> Changes Without Regulatory Effect (Cal. Code Regs., title 1, §100)
<input type="checkbox"/> Resubmittal of disapproved or withdrawn nonemergency filing (Gov. Code §511349.3, 11349.4)	<input type="checkbox"/> Resubmittal of disapproved or withdrawn emergency filing (Gov. Code, §11346.1)	<input type="checkbox"/> File & Print	<input type="checkbox"/> Print Only
<input type="checkbox"/> Emergency (Gov. Code, §11346.1(b))		<input type="checkbox"/> Other (Specify) _____	

4. ALL BEGINNING AND ENDING DATES OF AVAILABILITY OF MODIFIED REGULATIONS AND/OR MATERIAL ADDED TO THE RULEMAKING FILE (Cal. Code Regs. title 1, §44 and Gov. Code §11347.1)
 8/20/13 - 9/4/13

5. EFFECTIVE DATE OF CHANGES (Gov. Code, §§ 11343.4, 11346.1(d); Cal. Code Regs., title 1, §100)

<input checked="" type="checkbox"/> Effective January 1, April 1, July 1, or October 1 (Gov. Code §11343.4(a))	<input type="checkbox"/> Effective on filing with Secretary of State	<input type="checkbox"/> §100 Changes Without Regulatory Effect	<input type="checkbox"/> Effective other (Specify)
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6. CHECK IF THESE REGULATIONS REQUIRE NOTICE TO, OR REVIEW, CONSULTATION, APPROVAL OR CONCURRENCE BY, ANOTHER AGENCY OR ENTITY

<input checked="" type="checkbox"/> Department of Finance (Form STD. 399) (SAM 56660)	<input type="checkbox"/> Fair Political Practices Commission	<input type="checkbox"/> State Fire Marshal
<input checked="" type="checkbox"/> Other (Specify) Denise D. Brown, Director, Dept. of Consumer Affairs		

7. CONTACT PERSON Pam Hinckley	TELEPHONE NUMBER (916) 263-7840	FAX NUMBER (Optional) (916) 263-7866	E-MAIL ADDRESS (Optional) pam.hinckley@dca.ca.gov
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8. I certify that the attached copy of the regulation(s) is a true and correct copy of the regulation(s) identified on this form, that the information specified on this form is true and correct, and that I am the head of the agency taking this action, or a designee of the head of the agency, and am authorized to make this certification.

SIGNATURE OF AGENCY HEAD OR DESIGNEE <i>Teresa Bello-Jones</i>	DATE 8/18/14
TYPED NAME AND TITLE OF SIGNATORY Teresa Bello - Jones, J.D., M.S.N., R.N., Executive Officer	

For use by Office of Administrative Law (OAL) only

ENDORSED APPROVED

AUG 21 2014

Office of Administrative Law

ORDER OF ADOPTION

The Board of Vocational Nursing and Psychiatric Technicians hereby adopts the following regulations in Title 16, Division 25, Chapter 1, Article 5, and Title 16, Division 25, Chapter 2, Article 5, of the California Code of Regulations.

Article 5. Schools of Vocational Nursing

2526. Procedure for Approval.

- (a) The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
- (1) Philosophy of the program.
 - (2) Conceptual framework.
 - (3) Terminal objectives to indicate expected student outcomes upon successful completion of the program.
 - (4) Curriculum objectives.
 - (5) Course outlines.
 - (6) Course objectives.
 - (7) Instructional Plan.
 - (8) Evaluation methodology for curriculum.
 - (9) Faculty who meet the qualifications set forth in Section 2529.
 - (10) Clinical Facilities.
 - (11) Evaluation methodology for clinical facilities.
 - (12) Admission criteria.
 - (13) Screening and selection criteria.
 - (14) Number of students.
 - (A) A school may admit alternate students in each new class to replace students who may drop out.
 - (B) The number of alternate students admitted may not exceed 10% of the school's Board-approved number of students per class.
 - (C) Prior to admission, alternate students must be informed in writing of their alternate status and that they may be dropped from the program.
 - (D) Alternate students may participate in classes until the commencement of scheduled clinical experience at approved clinical facilities.
 - (E) Upon commencement of clinical experience at approved clinical facilities, the actual number of students in the class may not exceed the number of students approved by the Board for that particular class.
 - (15) Evaluation methodology for student progress.
 - (16) List of resources for provision of counseling and tutoring services for students.
 - (17) Student policies:
 - (A) Credit granting.
 - (B) Attendance.
 - (C) Grievance.
 - (18) Organizational chart.
 - (19) Proposed starting date.
 - (20) Evidence of program resources to include, but not be limited to:
 - (A) Description of the geographic area and community to be served by the proposed program;
 - (B) Clinical affiliations available for student clinical experience; and

- (C) Existing nursing programs with which clinical affiliations are shared.
- (b) An institution may commence a new vocational nursing program upon Board approval.
 - (c) A Board representative shall ~~make a survey visit~~ complete an inspection or review prior to graduation of the initial class. A program shall not commence another class without prior Board approval.
 - (d) Approval will be granted by the Board when a vocational nursing program demonstrates that it meets all requirements as set forth in this chapter and in chapter 6.5. Division 2 of the Business and Professions Code.
 - (e) The approval period shall be for a term of four years unless the Board grants an extension.
 - (1) An extension may be granted when the program demonstrates to the satisfaction of the Board that it is in full compliance with all requirements as set forth in this chapter and in chapter 6.5, Division 2 of the Business and Professions Code.
 - (2) The extension may be granted for a period not to exceed four years.
 - (f) Six months prior to the date of approval expiration, a program may apply for continued approval based upon submission of documentation satisfactory to the Board pursuant to Section 2526 (a). A subsequent ~~survey visit~~ inspection or review may be conducted by a Board representative.
 - (g) A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.

Note: Authority cited: Section 2854, Business and Professions Code. Reference: Sections 2866, 2880, 2881 and 2883, Business and Professions Code.

Article 5. Schools for Preparation of Psychiatric Technicians

2581. Procedure for Approval.

- (a) The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
- (1) Philosophy of the program
 - (2) Conceptual framework
 - (3) Terminal objectives to indicate expected student outcomes upon successful completion of the program.
 - (4) Curriculum objectives
 - (5) Course outlines
 - (6) Course objectives
 - (7) Instructional Plan
 - (8) Evaluation methodology for curriculum
 - (9) Faculty who meet the qualifications set forth in Section 2584.
 - (10) Clinical facilities
 - (11) Evaluation methodology for clinical facilities
 - (12) Admission criteria
 - (13) Screening and selection criteria
 - (14) Number of students
 - (A) A school may admit alternate students in each new class to replace students who may drop out.
 - (B) The number of alternate students admitted may not exceed 10% of the school's Board-approved number of students per class.
 - (C) Prior to admission, alternate students must be informed in writing of their alternate status and that they may be dropped from the program.
 - (D) Alternate students may participate in classes until the commencement of scheduled clinical experience at approved clinical facilities.
 - (E) Upon commencement of clinical experience at approved clinical facilities, the actual number of students in the class may not exceed the number of students approved by the Board for that particular class.
 - (15) Evaluation methodology for student progress
 - (16) Resources for provision of counseling and tutoring services for students.
 - (17) Student policies:
 - (A) Credit granting.
 - (B) Attendance.
 - (C) Grievance.
 - (18) Organizational chart.
 - (19) Proposed starting date.
 - (20) Evidence of program resources to include, but not be limited to:
 - (A) Description of the geographic area and community to be served by the proposed program;
 - (B) Clinical affiliations available for student clinical experience; and
 - (C) Existing nursing and psychiatric technician programs with which clinical affiliations are shared.
- (b) An institution may commence a new psychiatric technician program upon Board approval.
- (c) A Board representative shall ~~make a survey visit~~ complete an inspection or review prior to graduation of the initial class. A program shall not commence another class without prior Board approval.
- (d) Approval will be granted by the Board when a psychiatric technician program demonstrates that it meets all requirements as set forth in this chapter and in Chapter 10, Division 2, of the Business and Professions Code.

- (e) The approval period shall be for a term of four years unless the Board grants an extension.
- (1) An extension may be granted when the program demonstrates to the satisfaction of the Board that it is in full compliance with all requirements as set forth in this chapter and in chapter 10, Division 2, of the Business and Professions Code.
 - (2) The extension may be granted for a period not to exceed four years.
- (f) Six months prior to the date of approval expiration, a program may apply for continued approval based upon submission of documentation satisfactory to the Board pursuant to Section 2581 (a). A subsequent **survey visit inspection or review** may be conducted by a Board representative.
- (g) A material misrepresentation of fact by a psychiatric technician program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.

Note: Authority cited: Section 4504, Business and Professions Code. Reference: Sections 4511, 4515, 4530, 4531 and 4532, Business and Professions Code.

DATED:

July 8, 2014



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

Executive Officer

Board of Vocational Nursing and Psychiatric Technicians