

Agenda Item #16.



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

BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
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EVALUATION COMMITTEE MEETING MINUTES

Friday, April 21, 2017

SACRAMENTO, CA

BOARD MEMBERS

PRESENT:

Dr. Bernice Bass de Martinez, Public Member
Samantha James-Perez, P.T., Board Member

STAFF PRESENT:

Cheryl Anderson, Acting Assistant Executive Officer and
Supervising Nursing Education Consultant
Jen M. Johnson, Staff Services Manager I, Evaluations
Siqi Chen, Staff Services Analyst, Evaluations
Samantha Calma, Office Services Supervisor III, Support
Services

1. CALL TO ORDER.

The meeting was called to order at 10:04 a.m. by Chairperson Dr. Bernice Bass de Martinez.

2. INTRODUCTION OF COMMITTEE MEMBERS AND BOARD STAFF.

Committee Members introduced themselves. Cheryl Anderson, Acting Assistant Executive Officer, introduced herself and staff present.

3. ROLE OF PRACTICE COMMITTEE.

B. Bass de Martinez introduced the Role of the Evaluation Committee document.

- Committee Members discussed the Committee's role in the licensure of safe and competent Licensed Vocational Nurses (LVNs) and Psychiatric Technicians (PTs). Pursuant to existing statutes, VN and PT licensure may be accomplished by traditional pathways, completion of an approved program, and nontraditional pathways. Nontraditional pathways include the completion of education and/or experience that is equivalent to the minimum requirements for an approved VN or PT school in this state. Equivalent military education and training is also considered a nontraditional pathway to licensure.

- Committee Members revised the Committee's role to clearly state that candidates are evaluated to determine eligibility for examination for obtaining California licensure.

4. STAFFING UPDATE.

- J. Johnson reported that Rochelle Johnson has been selected as the new Staff Services Manager 1 – Support Services Unit. Ms. Johnson's employment is scheduled to commence effective May 8, 2017.
- J. Johnson reported that Jessica Wagner was selected as Program Technician II in the Evaluation Unit. Ms. Wagner's employment commenced Monday, April 17, 2017.
- J. Johnson reported the addition of a Staff Services Analyst, Permanent Intermittent. A tentative offer of employment has been extended.

5. REVIEW OF EVALUATION PROCEDURES PERFORMANCE MEASURES AND STATISTICS.

- S. Chen presented an overview of procedures for the evaluation of applications and determination of eligibility for examination for candidates seeking VN and PT licensure via traditional and nontraditional pathways.
- Committee Members recommended revision of the Board's Military forms. S. Calma reported that edits are currently being completed.
- S. Calma presented an overview of Licensing Division Statistics.
- Committee Members requested the addition of a description/explanation for reported processing times.
- Committee Members recommended the development and dissemination of communication to all approved programs that includes the following information:
 1. Recommendations to expedite processing of applications for examination;
 2. Anticipated updates to BreZE system.
 - a. Increase in file size for uploading documents.
 - b. Ability to upload educational documents.

6. UPDATE OF CONTINUING EDUCATION AUDIT STATISTICS.

C. Anderson reported that staff continue the analysis of documents submitted by licensees in response to the audit of licensee compliance with continuing education requirements for renewal of VN and PT licensure.

- Effective April 20, 2017, a total number of 7,848 license documents have been analyzed and completed.
- Of the 7,848 CE audits processed, the Board has identified that:
 - 95.41% of licensees were compliant
 - 4.56% of licensees were questionably compliant

- 0.03% of licensees were noncompliant and referred to the Enforcement Division.

7. SUGGESTIONS FOR FUTURE AGENDA ITEMS.

- S. James Perez suggested the Committee discuss the acceptance of non - BVNPT CE providers, i.e. BRN, other nursing or medical entities, or possible regulatory amendments.
- C. Anderson suggested presentation of a plan for cross – training of staff.
- S. Calma suggested discussion regarding additional positions for the Evaluations Unit.

8. ADJOURNMENT.

The meeting adjourned at 11:57 a.m.

Attachment: Role of Evaluation Committee

Agenda Item #16., Attachment A.

Role of the Evaluation Committee

The Evaluation Committee (Committee) of the Board of Vocational Nursing and Psychiatric Technicians (Board) is comprised of two (2) members that are appointed by the Board President. The Committee is crucial to achievement of the Board's mandate to ensure the protection of the consumer.

The Committee is charged with advising the Board on matters related to the approval of candidates seeking qualification for examination to obtain California licensure as vocational nurses (VNs) and psychiatric technicians via nontraditional pathways based on the:

- Completion of education and work experience that is equivalent to the minimum requirements for an approved school of vocational nursing in this state;
- Current valid licensure as a vocational/practical nurse in another state; or
- Completion of equivalent military education and training, no less than an aggregate of 12 months of practice, and honorable discharge from any branch of the U.S. military.

Additionally, the Committee considers and advises the Board on matters related to requirements for continuing education and competency.