



DATE: November 1, 2017

TO: Board Members

FROM: Beth DeYoung, RN, MPH  
Nursing Education Consultant

SUBJECT: Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program – Request to Admit Students (Director: Timothy Ryan, Rancho Mirage, Riverside County, Private)

The Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program is requesting approval to admit a full-time class of 20 students commencing on November 20, 2017, graduating on February 7, 2019, to **replace** the class that graduates on November 16, 2017. Approval of this class is recommended.

The Board initially placed the program on provisional approval for a two-year period on August 26, 2016, due to noncompliance with regulatory requirements relative to program pass rates.

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

(See Attachment A, History of Prior Board Actions)

### **Enrollment**

The program offers full-time classes that are 60 weeks in length. Currently, the program must obtain Board approval prior to the admission of all full-time classes.

The following table represents **current and projected** student enrollment based on the current and proposed class starts and completions. The table indicates a **maximum enrollment of 20 students** for the period from **September 2016 through November 2017**.

ENROLLMENT DATA				
CLASS DATES		# Students Admitted	# Students Current or Completed	Total Enrolled
Start	Complete			
9/16 FT *[11/17]		15	11	11
	11/17 (9/16 FT class)		11	11 - 11 = 0
11/17 PT *[2/19] Proposed		20		0 + 20 = 20

\* [ ] Indicates projected completion 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 January 2014 through September 2017, specify the pass percentage rates for graduates of the Santa Barbara Business College, Rancho Mirage; Vocational Nursing Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) and the variance from state average annual pass rates.

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
Jan- Mar 2014	4	2	50%	74%	77%	76%	+1
Apr- Jun 2014	1	0	0%	66%	71%	73%	-2
Jul- Sep 2014	2	0	0%	72%	63%	73%	-10
Oct- Dec 2014	8	6	75%	72%	53%	72%	-19
Jan- Mar 2015	6	1	17%	73%	41%	71%	-30
Apr- Jun 2015	6	1	17%	69%	36%	72%	-36
Jul- Sep 2015	1	0	0%	73%	38%	72%	-34
Oct- Dec 2015	10	9	90%	75%	48%	72%	-24
Jan- Mar 2016	1	1	100%	73%	61%	72%	-11
Apr- Jun 2016	No Candidates Tested			75%	83%	74%	+9
Jul- Sep 2016	No Candidates Tested			76%	91%	75%	+16
Oct- Dec 2016	5	4	80%	70%	83%	74%	+9
Jan- Mar 2017	5	4	80%	72%	80%	73%	+7
Apr- Jun 2017	No Candidates Tested			68%	80%	74%	+6
Jul- Sep 2017	No Candidates Tested			74%	80%	71%	+9

\*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."

Based on the most current data available (July - September 2017), the program's average annual pass rate is **80%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is **71%**. The average annual pass rate for the Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program is **nine (9) percentage points above** 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."

On August 26, 2016, the Board approved the Nursing Education Consultant's recommendation to require no less than **one (1) instructor for every ten (10) students** in clinical experiences.

The number of Board approved faculty totals four (4), including the director. Of these instructors, four (4) are designated to teach clinical. The director has 70% administrative and 30% teaching duties. Submitted information confirms the stability of program faculty. Based on submitted documents, four (4) faculty have been employed for periods of one (1) to two (2) years.

Based on a maximum proposed enrollment of 20 students, two (2) instructors are required for clinical supervision. Therefore, the number of 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."

The program has clinical facilities that are **adequate** as to type and variety of patients treated to enable current and proposed students to meet clinical objectives, in accordance with Section 2534(b) of the Vocational Nursing Rules and Regulations.

## Other Considerations

On April 14, 2015, the Board received the director's program analysis and plan to increase licensure pass rates. The program identified the pass rates started to decline in 2014. Information contained in the report included:

- **Issue Identified:** Discussion with graduates concluded the graduates do not continue to study after graduation.
  - Process Implemented
    - NCLEX prep classes are held twice a week for ten weeks after graduation.
    - The program will pay for students to receive a five (5) week subscription to the National Council of State Boards of Nursing (NCSBN) online review class with perfect attendance for the first four (4) weeks of the review.
  
- **Issue Identified:** Students who delay in taking the NCLEX licensure examination have a higher tendency to fail.
  - Process Implemented
    - The program will reimburse the student's licensure testing and licensure fees if:
      - The student takes the licensure examination the same quarter they receive authorization to test.
      - Pass the NCLEX-PN on the first attempt.
  
- **Issue Identified:** The size of the class affects student learning.
  - Process Implemented
    - Class sizes were decreased to 13 students.
    - Clinical class size was decreased to 6 to 7 students.
    - The decrease in student to instructor ratio provides a potential for a better learning/ and clinical experience.
  
- **Issue Identified:** Course final examinations and quizzes required evaluation.
  - Process implemented
    - Tests provided to students were examined for accuracy, clarity of questions; relevance, and type of questions.
    - Evaluation of examinations will remain an ongoing process.
  
- **Issue Identified:** The program required more faculty involvement in student evaluation.
  - Process Implemented
    - Faculty meetings were increased from monthly to bi-monthly to:
      - Increased dialog between clinical and theory instructors
      - Early identification of at-risk student
    - Faculty evaluations were conducted this spring on each theory and clinical faculty and will be repeated in the fall.

On November 12, 2015, the Board provided the program with the Notice of Fourth Quarter Noncompliant Pass Rate letter, via certified mail.

On January 4, 2016, the Board received the director's program's plan to increase licensure pass rates. Actions taken by the program include:

➤ **At risk students required early intervention and remediation**

Implemented:

- Standardized Health Education Systems Incorporated (HESI) tests throughout the program.
- Individualized remediation plans
- Case studies
- Question review bank of over 3,300 practice questions with rationales are available to students

Analysis:

- The HESI process allows for early identification and intervention with struggling students.

Timeline: Ongoing

➤ **Feedback from graduates disclosed that many do not continue to study after graduation.**

Implemented:

- A ten (10) week NCLEX prep class
- IV Therapy/Blood Withdrawal classes are offered at no cost to students.
- Offered each student a five (5) week subscription to the National Council of State Boards of Nursing (NCSBN) online review course. If graduate has perfect attendance the program will pay for the review course.

Analysis:

- The review course was modified based on feedback from graduate participation as to needs.
- The program will pay for licensure and testing fees for graduates who test and pass the NCLEX-PN® within the same quarter they receive authorization to test.

Timeline: Ongoing

➤ **Students who fail the program and are readmitted historically have not passed the NCLEX-PN® on the first attempt.**

Implemented:

- Reevaluation of students prior to readmission
  - Length of time out of program
  - Reason for dropping from the program
  - Evaluation of retained knowledge from previous admission

Analysis/Timeline: Not included

➤ **Student progression: Program evaluation of classroom and clinical settings**

Implemented:

- Smaller classes are beneficial to both faculty and students

- Bi-weekly faculty meetings
- Review mid-term and final examinations for accuracy clarity of questions, relevance, and type of questions.

Analysis:

- At risk students have been identified earlier
- Remediation and interventions are initiated.
- The last class of students are passing the NCLEX-PN® on the first attempt.

Timeline: ongoing

**On February 23, 2016, the Board approved a new program director.**

On May 20, 2016, the Board notified the program of placement on the Board Education & Practice Committee Agenda for consideration of placement on Provisional Approval. The program's **quarterly pass rate** for Quarter 4 - 2015 was 90%, with ten (10) candidates tested and nine (9) students passed on their first attempt; the **average annual pass rate** for the same period was 48%. The **quarterly pass rate** for Quarter 1 2016, is 100%, with one candidate tested and passed; the **average annual pass rate** remains noncompliant at 61%. As such, the average annual pass rate is 11 percentage points **below** the state average annual pass rate. The program's average annual pass rate has remained greater than 10 percentage points below state average annual pass rates for six (6) consecutive quarters.

**On January 27, 2017, the Board approved a new program director.**

**On March 31, 2017, the Board approved a new program director.**

On May 4, 2017, the program director submitted the required follow-up report which included a comprehensive analysis of the program. The report included the interventions which increased the NCLEX-PN pass rates. The NEC analyzed the report and concluded that the director's interventions were plausible and well-founded. (See Attachment B).

**Recommendations:**

1. **Approve** the Santa Barbara Business College, Rancho Mirage, Vocational Nursing program's request to admit a full-time class of 20 students commencing on November 20, 2017, graduating on February 7, 2019, to **replace** the class that graduates on November 16, 2017.
2. Continue to require the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences.
3. Continue to require the program to admit no additional classes without prior approval by the Board.
4. Continue the requirement established at the August 2016 Board meeting for the program to submit a follow-up report in 22 months but no later than May 15, 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
5. 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.
6. Continue the program's placement on the Board's **August 2018** agenda for reconsideration of provisional approval.

**Rationale:** Based on the most current data available (July - September 2017), the program's average annual pass rate is 80%. The program's average annual pass rates have remained compliant with regulatory requirements for the previous six (6) quarters. Of note, there were no students who tested during four (4) of the six (6) previous quarters.

The director submitted the required program analysis which outlined specific elements of the implemented action plan to increase the annual NECLX-PN® pass rates.

The program has documented resources sufficient to support the current and proposed students.

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  
Attachment B: Program Correspondence 5.5.17

## Agenda Item #21.B.2., Attachment A

### SANTA BARBARA BUSINESS COLLEGE, RANCHO MIRAGE VOCATIONAL NURSING PROGRAM

#### HISTORY OF PRIOR BOARD ACTIONS

- On December 8, 2008, the Executive Officer approved the Santa Barbara Business College, Palm Desert's request to begin a vocational nursing program with an initial class of 22 students on January 5, 2009, only.

The program curriculum was approved for 1600 hours, including 620 theory, and 980 clinical hours.

- **On September 30, 2009, a new program director was approved.**
- On October 31, 2009, the Executive Officer approved the program's request to admit an initial class of 30 students on October 20, 2009, only, with an anticipated graduation date of December 16, 2010.
- The program delayed commencement of the initial class until January 2010.
- On February 17<sup>th</sup> and 18<sup>th</sup>, 2011, an initial onsite survey visit was completed by the Nursing Education Consultant.
- **On March 24, 2011, the Board approved a new program director.**
- On April 21, 2011, the Executive Officer approved initial full accreditation for Santa Barbara Business College, Palm Desert, Vocational Nursing Program for the four (4) year period from April 19, 2011 through April 18, 2015, and direct staff to issue a certificate accordingly; **and**, approved the program's request to start a class of 30 students on April 26, 2011, with a projected completion date of May 17, 2012 to **replace** students that graduated on March 10, 2011; **and**,

Required the director to develop a plan identifying management of the three campuses, including but not limited to:

- a. Amount of time director will spend at each campus.
- b. Program administration including contacting director, if needed, during her absence.
- c. Program management during the director's absence; **and**,

Required the program to obtain Board approval prior to the admission of each class.



- On May 30, 2012, the Executive Officer Approve Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program's request to admit 30 students into full-time class commencing June 1, 2012 only, graduating August 1, 2013; to **replace** students graduating on May 17, 2012; **and**, required the program to continue to obtain Board approval prior to the admission of future classes.
- On April 10, 2014, the Executive Officer approved Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program's request to admit a class of 30 students on May 27, 2014; only, with a projected graduation date of July 30, 2015; **and**, required the program to obtain Board approval prior to the admission of each class.
- On April 27, 2015, the Executive Officer **continued approval** of the Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program for the four-year period from April 19, 2015 through April 18, 2019, **and**,
  1. **Denied** Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program's request to admit a class of 30 students on May 26, 2015, with a projected graduation date of July 28, 2016.
  2. **Approved** the program's admission of a class of 20 students on May 26, 2015, only, with a projected graduation date of July 28, 2016.
  3. **Required** the program to obtain Board approval prior to the admission of each class.
  4. **Required** the director to investigate and submit a report identifying the cause(s) of the declining licensure pass rates and a plan to correct the deficiencies by **May 15, 2015**.
- On May 19, 2016, the Executive Officer **denied** Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program's request to admit a class of 20 students on June 27, 2016, with a projected graduation date of September 7, 2017; **and required** the program to obtain Board approval prior to the admission of each class; placed the program on the Education & Practice Committee Agenda for consideration of placement on provisional approval.
- On August 26, 2016, the full Board placed the Santa Barbara Business College, Rancho Mirage, Vocational Nursing Program on provisional approval for the two-year period from August 26, 2016, through August 25, 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; **and**, 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**, approved the program's admission of a class of 20 students on September 6, 2016, with a projected graduation date of November 16, 2016; only, to **replace** the class graduating September 1, 2016; **and**, required the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences; **and**, required the program to obtain Board approval prior to the admission of each additional class; **and**, required the director to submit follow-up reports in 10

months, but no later than May 15, 2017, and 22 months but no later than May 15, 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; **and**, 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**, required the program to demonstrate sustained 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 required the program to be placed on the Board's **August 2018** agenda for reconsideration of provisional approval.



**SBB College**  
Where the Focus is You

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

May 5<sup>th</sup>, 2017

Dear Ms. DeYoung,

The purpose of this document is to provide the Board with a ten-month written follow-up report as specified in the recommendations given to Santa Barbara Business College (SBB College) in Rancho Mirage, California on June 16, 2016. A secondary goal of this report is to provide the Board with a comprehensive analysis of the program, specific actions that have been taken to improve pass rates, timeline for implementation, and the effects of the employed interventions to improve the overall performance of the program.

SBB College, Rancho Mirage campus, acknowledges the decline in the pass rate for first time test takers on the NCLEX-PN in 2014 and 2015, which resulted in placement on provisional approval status at the August 26, 2016, Board Meeting. The pass rate for 2014 was 53 % and 48 % for 2015.

Senior leadership and nursing faculty at SBB College, Rancho Mirage, evaluated factors that affected the pass rate and implemented changes which we feel have positively impacted our students as well as outcomes during the last quarter of 2016 and first quarter of 2017. The report from the BVNPT for the first quarter of 2017 showed a passing rate for first time NCLEX-PN testers of 80%.

Based on the analysis of the components required by the Board of Vocational Nursing and Psychiatric Technicians, we feel confident that the changes SBB College has implemented have made a positive difference.

#### Analysis of the Admission Criteria

In 2014, when first-time test takers pass rates on the NCLEX-PN declined, the College evaluated its internal processes. The entire screening process was evaluated. As a result, the Admission Policy was revised on March 15, 2011, and was submitted to the Board on March 18, 2011, to allow for a better screening and selection of applicants.

SBB College implemented the ACCUPLACER which replaced the Wonderlic Basic Skills Test due to reliability and validity of the examination. The requirements for admission for the vocational nursing program are set at a 10<sup>th</sup> grade reading level and 9<sup>th</sup> grade math level.

Analysis of the pass rates and their correlation with admission test scores revealed that those with reading scores near the 10<sup>th</sup> grade reading level had a higher propensity for failure when taking the NCLEX-PN. The 9<sup>th</sup> grade math scores did not have as high a correlation. The scores with the least significance were the sentence structure ones. The nursing instructors at SBBCollege, Rancho Mirage, have expressed that they are comfortable teaching math concepts. There are also non-nursing faculty who have volunteered, free of charge, to tutor VN students who may be struggling with basic math problems. Students are also provided with information as to where they might take formal basic math classes in the community.

A greater emphasis is placed on the ACCUPLACER writing and reading comprehension scores for admission into the vocational nursing program at SBBCollege. The policy states that a potential VN program candidate must pass a minimum of two out of three components on the ACCUPLACER. It was determined that sentence structure was the score with the lowest impact. Each candidate is evaluated as described in the Analysis of the Screening Selection Criteria.

Additional requirements of the Admission Policy include completion of a physical examination, proof of immunizations, a negative urine drug screen and background screen. These components are required by the clinical facilities for a student to perform clinical hours. Failure to provide the necessary documents will result in removal from the applicant pool.

Potential students are also interviewed about any criminal history. Each candidate must sign a disclaimer acknowledging that completion of the vocation nursing program is not a guarantee that they will obtain a vocational nursing license. Potential students with a criminal history are evaluated since clinical placement could be an issue. If a clinical facility will not allow a student the facility based on a criminal history, they are eliminated from the applicant pool.

### Analysis of the Screening and Selection Criteria

The Screening and Selection Criteria has not changed, but the policy has been utilized to assist with selection of candidates who will be successful in the program and on the NCLEX-PN. Test scores are evaluated but are only part of the equation. Motivation for selecting nursing as a career choice is investigated during the candidate selection process. Students are also encouraged to assess their support system(s) and the support system(s) willingness to assist and support the student with their career endeavors.

The potential candidate is interviewed by a member of the Admissions team, the Director of Nursing and a Financial Services Representative. This process is generally the first step in the process for admission into the VN program. During this process, an assessment of appropriateness for the program is assessed by each interviewer with the potential student.

Additionally, high school transcripts and GED results are assessed for grade point average (GPA). Any work history is also evaluated regarding type of work performed, length of employment in position and attitude about position and tasks performed. The potential student is evaluated as whole and not solely based on the scores of the ACCUPLACER. This has decreased the number of students who have been dropped or failed in the program.

### **Analysis of the Terminal Objectives**

Terminal Objectives for SBBCollege were evaluated to determine if they addressed all aspects of nursing practice. All Nurses must practice according to the Nurse Practice Act in the State they are licensed. As nurses, we are legally and ethically accountable to the patients and families we serve. Nurses care for patients across the lifespan and must strive to meet their needs via a therapeutic relationship that allows for open communication.

Best practice, patient safety and personal safety are paramount nursing skills to be developed and displayed in daily practice. Nurses fundamentally assist patients with healing and recovery or at the end of life, a peaceful and pain free death. The art of nursing utilizes the nursing process to provide comprehensive and individualized care. The accurate assessment of patients is critical in identifying anomalies and communicating observations to the medical provider.

Self-evaluation is ongoing as growth cannot occur unless we evaluate and modify our behavior to improve our delivery of nursing care. Passing the NCLEX-PN exam is the final terminal objective. Once licensed, nursing is a commitment to a lifelong learning process.

Terminal objectives comprehensively reflect all aspects of nursing. It is every nursing instructors desire to instill to graduates a compassion to care, a love of learning, a commitment to lifelong education and continued elevation of the nursing profession.

### **Analysis of the Curriculum Objectives**

The Curriculum Objectives at SBBCollege are divided into quarters. Analysis of the first and second quarter was completed to guarantee that basic skills, task completion, rationale and fundamental theories are instilled. Satisfactory return demonstrations must be completed by the student with the instructor to ensure that the student has assimilated the basic skills needed to practice safely prior to going into a clinical setting.

The skills list utilized by SBBCollege is comprehensive and includes duties that may be completed by a Certified Nursing Assistant (CNA) or Unlicensed Assistive Personnel (UAP). The ability to perform CNA/UAP duties is not an admission requirement for enrolling in the vocational nursing program. However, potential students must be able to perform basic nursing care since some facilities do not employ CNA's/UAP's.

Analysis of terms three, four, five and six are organized to include identification of disease states, complications and how to manage alterations in health and chronic disease utilizing the nursing process. Holistic care of patients across the lifespan is emphasized with leadership and supervision being the focus in the final term since LVN's are supervisors of UAP's in various health care settings.

The curriculum objectives are comprehensive and are integrated in the vocational nursing program. The role of the vocational nurse in various settings, transition from student to graduate to Licensed Vocational Nurse is addressed in term six of the program. The role of nursing organizations and the need to maintain a current knowledge base is emphasized with the commitment for lifelong learning.

### **Analysis of the Instructional Plan**

An evaluation of the instructional plan revealed some instructors were not utilizing all of the textbooks / resources available for the classes they were teaching in 2013 and 2014. This finding has since been resolved.

The current instructional plan is comprehensive and when followed will graduate students who are equipped to pass the NCLEX-PN on the first attempt. Qualitative proof of this is demonstrated by the pass rates from the Rancho Mirage campus in 2016 and first quarter of 2017.

The current faculty at SBBCollege, Rancho Mirage, consist of two Master's prepared Registered Nurses and one RN with a BA. All faculty follow the existing instructional plan. This plan is a Board approved guide for the vocational nursing program. This instructional plan was evaluated the spring of 2016 as required by the Board to ensure that all aspects of NCLEX-PN test plan were included.

Faculty members are evaluated twice a year by the program director. Each nursing faculty member is encouraged to self-evaluate their teaching styles and the types of learners they have in the classroom or clinical cohort.

### **Analysis of the Theory and Clinical Objectives for Each Course**

SBBCollege VN faculty participates in curriculum review annually. This review involves evaluation of the individual class syllabi, outlines and skills check off sheets for relevance to scope of practice and current principles of nursing education.

The last review was held on May 27, 2016. The next scheduled review will occur in May 2017. All syllabi and outlines are reviewed and updated each year. Clinical objectives are also reviewed during this time.

The scope of practice for a vocational nurse as well as facility guidelines in the communities served by SBBCollege (Riverside County, Kern County and northern Santa Barbara and San Louis Obispo counties) are taken into consideration.

## Analysis of the Lesson Plans

Lesson plans for the entire program have been reviewed to ensure that the content was current, sufficient and meet the standards of practice for an entry level vocational nurse. The content was evaluated to ensure the following concepts were included and being taught in the classroom, lab and clinical setting. They are:

- The nursing process and its application
- Skills that a vocational nurse may perform
- Cultural diversity and care of clients across the lifespan in a variety of settings
- Therapeutic relationships and communication
- Ethical, legal issues and dilemmas commonly encountered in practice
- Normal versus abnormal anatomy and relation to disease processes
- Pharmacology, commonly used medications and their side effects
- Basic nutrition and how it relates to health, wellness and disease states
- The role of the Licensed Vocational Nurse in a variety of health care settings
- Critical thinking as it pertains to clients and how to prioritize care
- Patient education across the lifespan in a variety of settings
- Self-evaluation and reflection to improve nursing practice
- Lifelong learning and the need to maintain current nursing knowledge
- Leadership styles and supervision of unlicensed assistive personnel

It is felt that current lesson plans contain content that is sufficient to prepare students to be successful in passing the NCLEX-PN on the first attempt and become successful entry level Licensed Vocational Nurses. This is supported by improved pass rates in 2016 and 2017 for the Rancho Mirage campus.

## Analysis of the Textbooks

The textbooks utilized for the program and are comprehensive with all but one of the books being published by Elsevier. The adoption of text published by Elsevier also facilitated the adoption of HESI (Health Education Systems, Inc.). This assessment tool has proven prudent in forecasting future NCLEX-PN pass rates for graduating students. The web-based HESI tool provides students with case studies, standardized practice exams covering ten-areas of nursing specialties. HESI exams are given throughout the vocational nursing program.

Another key factor in promoting passing rates are the HESI remediation programs that are a part of this product. Areas of identified weakness are highlighted by HESI exam results. A through report is generated in the HESI system and is provided to each student outlining their strengths and areas in need of improvement. Each student is then able to download remediation and study guides to assist them in improving their areas in need of improvement.

Prior to graduation, a comprehensive HESI exam is administered to students. Results of the exam are used as a predictor of NCLEX-PN success rates. A two-day live review of

NCLEX-PN exam is provided on site from the HESI company, as well as unlimited access to the Mosby's Nursing Video Skills online is provided.

Textbooks used in the VN program are comprehensive and effective when utilized to their fullest extent. Utilizing our current text, SBBCollege feels the current textbooks are sufficient to prepare students for passing NCLEX-PN and meeting the challenges of nursing when employed in the field.

Prior to the adoption of HESI, the College utilized the NLN (National League of Nursing) standardized testing materials (online). They offered practice exams, but did not offer remediation tools which SBBCollege feels is vital to comprehending and retaining information.

Textbooks utilized for the vocational nursing program include:

- Foundations and Adult Health Nursing (7<sup>th</sup> ed) – Cooper
- Mosby's Dictionary (10<sup>th</sup> ed)
- Study Guide for Foundations and Adult Health Nursing (7<sup>th</sup> ed) – Cooper
- Introduction to Medical Surgical Nursing (6<sup>th</sup> ed) – Linton
- Study Guide for Introduction to Medical Surgical Nursing (6<sup>th</sup> ed) – Linton
- Virtual Clinical Excursion (6<sup>th</sup> ed) – Linton
- Calculation of Drug Dosages (10<sup>th</sup> ed) – Ogden
- Saunders Question & Answer NCLEX-PN Exam (4<sup>th</sup> ed) – Silvestri
- Saunders Comprehensive Review for the NCLEX-PN Exam (6<sup>th</sup> ed) – Silvestri
- Structure and Function of the Body (15<sup>th</sup> ed) – Thibodeau
- Study Guide for Structure and Function of the Body (15<sup>th</sup> ed) – Swisher
- Roach's Clinical Pharmacology (10<sup>th</sup> ed) – Ford
- Study Guide for Roach's Clinical Pharmacology (10<sup>th</sup> ed) – Ford
- Mastering Healthcare Terminology (4<sup>th</sup> ed) – Shiland
- Manual of Diagnostic and Laboratory Tests (5<sup>th</sup> ed) – Pagana

The graduating class of July 2015 greatly benefited from the addition of HESI as nine of ten students passed in the fourth quarter of 2015. As previously mentioned, of the eleven students who graduated from the VN program in December 2016, seven of the eleven graduates have passed their NCLEX-PN Exam on their first take.

### **Analysis of the Attendance Policy**

The Attendance Policy for SBBCollege allows for ten-percent absenteeism per class according to the Accrediting Council of Independent Colleges and Schools (ACICS). Due to the excessive number of hours the College allows, the vocational nursing program has a Board approved Addendum that states all hours absent must be made up within the ten-week quarter they are missed. The objective is to graduate a nurse that can not only pass the NCLEX-PN but is a safe and competent nurse. Attendance and ability to pass tests in the program and the NCLEX-PN have a direct correlation. The Addendum for the Attendance Policy will remain in effect for the vocational nursing program.



### Analysis of the Remediation Policy

The Remediation Policy for the VN program allows for remediation of a failed examination if the student is in good standing (attendance and clinical performance is satisfactory). It is the student's responsibility to initiate a review with the Instructor, Lead faculty or Director of the program. Regardless of the passing grade earned, a 77 % or lowest passing C, will be recorded for the re-take examination. If a student fails a re-take examination they are dropped from the nursing program.

Remediation of clinical is scheduled with the Director or Lead Faculty member who will schedule the clinical experience at an approved clinical site within ten days of the absence. If the hours are not completed prior to the end of the class, an "incomplete" will be recorded. If the hours are not completed within ten-days after the class ends, the "incomplete" becomes a "F-failed." This results in failure from the program.

The Remediation Policy is felt to be effective. If the student fails a final exam or is struggling in clinical performance, they may request remediation from an instructor. Instructors are readily available after each clinical and theory day to tutor students in areas of identified weakness or by the subject of their choice. This process is carried out individually or in small groups.

Additionally, a remediation study packet is provided for the student highlighting topics that were covered in lecture and pertinent to the module for that time period. The College also offers tutors free of charge which are available through the Learning Resource Center (LRC). Appointments may be made with tutors upon request by the student.

The Board approved Grading Policy for the VN program is:

- A 93 – 100
- B 85 – 92
- C 77 – 84
- D 76 and below (not applicable)

A student must maintain a "C" or 77 % in each class to remain enrolled in the program. Failure to do so will result in exclusion from the program. This policy effective and will remain in effect to graduate students who are successful on the NCLEX-PN examination and become safe, contentious and competent nurses.

### Analysis of the Evaluation of Theory and Clinical Faculty

The College requires annual evaluation of all faculty members on staff. With the historical decline in pass rates, the vocational nursing program faculty continually evaluate on how to improve delivery of content as well as early identification of student variables that may impede success in the program.

Evaluations of faculty have been increased to twice a year. All faculty members regardless of teaching assignment are evaluated twice a year in the classroom and

clinical arena for effectiveness as a nursing educator. It is believed the twice yearly evaluations have had a positive impact on the instructor's performance as educators and subsequently the pass rate of the last quarter of 2016 and into 2017. The biannual evaluations of vocational nursing instructors in the classroom and / or clinical will remain in effect.

### **Analysis of Theory Presentations**

Analysis of theory presentations includes the lesson plans and evaluations of faculty. As previously mentioned, instructors are evaluated twice a year and delivery of content is analyzed. Most instructors use PowerPoint's provided by the Publishers. Instructors are encouraged to modify them as needed to the instructor's teaching style and to stimulate the learning process.

Correlation of lesson plans and class syllabi for the class is evaluated during this process. There is ongoing classroom evaluation to determine if it is interactive and conducive to learning for the students as the instructor facilitates the learning process. The classroom is monitored to evaluate and promote a safe learning environment. Various teaching styles and methods are utilized to appeal to all forms of learning styles. This includes, lecture, discussion, short video clips, interactive topic focused computer games, group assignments, case studies and role play.

The student's response to these teaching methods have been positive. Evaluations of instructors upon completion of classes indicate student experiences are productive and promote learning. The attrition rate has improved as instructor's are challenging students to take an active role in the learning process.

### **Analysis of the Clinical Rotations and Their Correlation to Theory Presentations**

The Coachella Valley has numerous long-term care and outpatient healthcare facilities. SBBCollege, Rancho Mirage, has partnered with several of these facilities so we are able to provide a variety of quality clinical experiences for the vocational nursing students.

Clinical sites are discussed at every faculty meeting. Concerns regarding staff or student issues, types of patients on the units, etc. are discussed. Clinical instructors are provided with sign in sheets for students for classes in session during the ten-week intervals. The facility and students are provided with the instructors contact information to report any student absences or facility concerns.

Pediatrics clinical is completed at a pediatric unit and the obstetrical clinical is completed at a birthing center. This provides the student vocational nurse with the appropriate clinical experience to begin entry level practice in the specialty field. It also provides a learning experience that enables the VN graduate adequate experience to be prepared for the NCLEX-PN. The overall goal is to educate the student to enter the workforce as a safe and competent licensed vocational nurse.

Clinical sites are evaluated yearly and as needed with the curriculum review to determine the following:

1. Are clinical objectives achievable at the site?
2. Did the population served on the unit provide the students the opportunity to meet the clinical objectives?
3. Could the unit / floor accommodate the students and instructor?
4. Were there opportunities for serendipity learning experiences?
5. Was the clinical staff accommodating of the students?
6. Could instructors make clinical assignments?

If areas of concern are identified, it is determined what action is needed, who will provide follow-up and how to best resolve any concerns. The Coachella Valley and Desert communities have the resources to provide a quality clinical education experience for our nursing students.

### **Analysis of the Evaluation of Student Achievement**

Student progress is evaluated by quizzes, examinations, skills lab and clinical performance. Examinations for all classes are reviewed by a Master's prepared RN for content, comprehensiveness and relevance to the practice of a vocational nurse. The grading scale for the nursing program (Board approved) is set higher than other programs at SBBCollege. As previously mentioned, the Board approved grading policy for the vocational nursing program is:

A	93 – 100
B	85 – 92
C	77 – 84
D	76 and below (not applicable)

Each test must be passed with "C" or higher to remain in the nursing program. Students are allowed to remediate according to the aforementioned Board approved policy.

The clinical skills lab and clinical skills check-off sheets have been reviewed for content and comprehensiveness of tasks specific to the practice of the Licensed Vocational Nurse.

All clinical skills are demonstrated by the instructor, practiced and return demonstrated by the student in a laboratory setting during Nursing Skills Lab I and II on campus. Assessments performed by students are practiced through utilizing peers, mannequins and simulators. Skills are perfected in the clinical setting under the direct supervision of an instructor who witnesses and signs off the student using the designated skills-checklist form.

Any student who may be struggling with a clinical skill may upon request, be tutored by a nursing instructor on campus until the skill is mastered and the student is able to return demonstrate safe and competent performance.

Aspects of professionalism, preparedness, professional appearance, competency and interaction with peers are included on the skills check off form. It is the expectation that the students represent in high regard, the nursing profession, themselves and the College.

### **Current Vocational Nursing Enrollment at SBBCollege – Rancho Mirage campus**

Current enrollment in the vocational nursing class at the Ranch Mirage campus is 11. The current class started on September 6, 2016, and will graduate on November 16, 2017.

### **Other Factors Affecting Pass Rates**

The College identified other factors affecting pass rates for first time test takers on the NCLEX-PN. Measures have been implemented to assist graduates waiting to take the test. They include:

1. The length of time between graduation and testing varies with each student. All graduates are urged to take the NCLEX-PN within the first 1-3 months following graduation. During this waiting period the following measures have been instituted and continue:
  - a. The College offers a 10-week NCLEX-PN Review classes after graduation.
  - b. The College purchases the National Council of State Boards of Nursing (NCSBN) Learning Extension five (5) week subscriptions for students with perfect attendance in the Extended NCLEX-PN Review classes.
  - c. The College will provide reimbursement to the graduate that includes the testing fee of \$200.00 plus the license fee of \$150.00 if they complete the test and pass within the quarter after they receive their ATT.
  - d. The College coordinates intravenous (IV) Therapy and Blood Withdrawal classes after each graduating class with a Board approved provider.
  - e. The Career Services Department and the VN-Program Director actively attempt outreach communication with graduate VN-Students for up to 12-months or until it can be verified that the student has passed the NCLEX-PN and has become employed as an LVN.
  
2. Instructor to student ratio was also decreased in the VN-Program.
  - a. The ratio of instructor to student was decreased to a ratio of one-to-ten (1:10) in both the clinical skills lab and clinical site. This measure has allowed for allows for improved supervision and increased individualized learning for the student. The overall goal of this measure has been to allow the student to practice and master skills pertaining to the scope of practice as a vocational nurse.

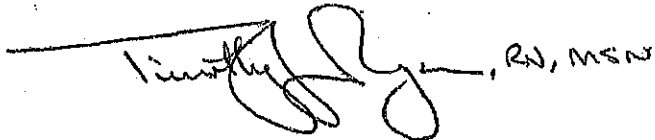
Summary

SBBCollege, Rancho Mirage, campus faculty and staff are pleased to note the pass rate for the first quarter of 2017 was 80%. This percentage was based on the actual number of students who had an LVN license and was verified by the VN Program Director.

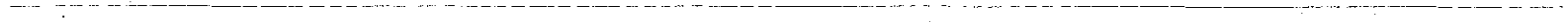
It is the goal of the nursing faculty at SBBCollege, Rancho Mirage, to meet or exceed the State standard. It is by following established Board approved policies that SBBCollege, Rancho Mirage, will ensure this nursing program will continue to graduate students who are well equipped to pass the NLCEX-PN and meet the challenges of nursing as a safe and competent nurse.

Please advise if additional documentation is needed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Timothy J. Ryan, RN, MSN". The signature is written over a horizontal line.

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