

# Agenda Item 7.B.I



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR

**Board of Vocational Nursing and Psychiatric Technicians**

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|--------------------|--|
| <b>DATE</b>        | November 12, 2024  |
| <b>TO</b>          | Board Members  |
| <b>REVIEWED BY</b> | Elaine Yamaguchi<br>Executive Officer BVNPT  |
| <b>PREPARED BY</b> | Judith D. McLeod DNP, CPNP, RN<br>Supervising Nursing Education Consultant (SNEC)  |
| <b>SUBJECT</b>     | Request to Admit Students  |
| <b>PROGRAM</b>     | Smith Chason School of Nursing, Ontario, Vocational Nursing Program (Program)<br>(Program Director: Tiffany Jorgenson, Ontario, San Bernardino, Private) |

Please note: Board Nursing Education Consultants make recommendations. The recommendations are forwarded to the Education and Practice Committee for review and recommendation or to the Executive Officer or full Board for action.

## **PROGRAM REQUEST:**

Admit a full-time evening class of 30 students to commence on January 2, 2025, with a graduation date of March 29, 2026, to replace the class that graduated on September 19, 2024.

## **BACKGROUND:**

On February 16, 2024, the Program was placed on provisional approval due to multiple violations. The Program has demonstrated incremental corrections of the violations noted in the report from the February 2024 Board meeting.

On September 15, 2024, the Program Director submitted a request to admit students with the supporting documentation.

## **STAFF ANALYSIS:**

The NEC reviewed and analyzed the documents provided by the Program Director to verify adequate resources including clinical facilities and classrooms to accommodate the students' learning needs and ability to meet the Program's approved objectives.

Submitted documentation by the Program Director substantiates adequate resources including faculty and facilities for students to achieve programmatic learning objectives.

## **STAFF RECOMMENDATIONS:**

1. Approve the Program's request to admit a full-time evening class of 30 students to commence on January 2, 2025, with a graduation date of March 29, 2026, to replace the class that graduated on September 19, 2024.
2. Require the Program to comply with all requirements listed below.

## **PROGRAM REQUIREMENTS**

1. Require the Program to submit a comprehensive analysis report in three months, with a submission date no later than February 1, 2025, and in ten months but no later than September 1, 2025. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Terminal Objectives
  - b. Evaluation of Current Curriculum including:
    - 1- Instructional Plan
    - 2- Daily Lesson Plans for each Term
  - c. Student Policies and any policy changes including:
    - 1- Admission Criteria
    - 2- Screening and Selection Criteria
    - 3- Attendance Policy
    - 4- Remediation and Make-up Policy
    - 5- Evaluation Methodology for Student Progress, including evaluation of clinical practice.
    - 6- Credit Granting Policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.
  - e. Faculty Meeting Methodology
  - f. Documentation of resources, including faculty and facilities, for all terms for all current cohorts.
  - g. A list of students in each cohort including their start and end dates and if in a day or evening class.
2. Admit no additional classes without prior approval by the Board.
3. Require the Program, when requesting approval to admit students, to:
  - a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.

- b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the Program maintains an average annual pass rate that is compliant with the California Code of Regulations, Title 16, Section 2530(l).
4. Continue to provide a maximum of ten students for each instructor. The California Code of Regulations, Title 16, Section 2534(d) states: "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor." Recommendation of one instructor for a maximum of ten students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.
  5. Notify the NEC in the event a current class is displaced from clinical sites.
  6. Continue the Program's requirement to comply with all of the approval standards in Article 4 of the Vocational Nursing Practice Act, commencing with California Business and Professions Code, Section 2880, and in Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.
  7. Continue the Program's requirement to demonstrate incremental progress in correcting the violations and providing required documentation of resources. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.

**RELEVANT PROGRAM ELEMENTS**

**Enrollment**

California Code of Regulations, Title 16, Section 2530(k) states:

The program shall have prior Board approval to increase the number of students per class and/or increase the frequency of admission of classes. Criteria to evaluate a school's request to increase the number of students per class and/or increase the frequency of class admissions include but are not limited to: (1) Sufficient program resources as specified in Section 2530(a). (2) Adequacy of clinical experience as specified in Section 2534. (3) Licensure examination pass rates as specified in Section 2530(l).

The Program is approved to offer a 15-month full-time day and evening classes. BVNPT approval is required prior to the admission of each class.

The following table represents current and projected student enrollment based on current and proposed class starts and completion dates. The table indicates a maximum enrollment of 166 students for the period July 2023 through January 2025.

### ENROLLMENT DATA TABLE

| Class Start Dates               | Class Completion Dates | Number of Students Admitted | Number of Students Current | Number of Graduated | Total Enrolled |
|---------------------------------|------------------------|-----------------------------|----------------------------|---------------------|----------------|
| 7/23 Day<br>*(9/24)             |                        | 30                          | 24                         |                     | 24             |
| 7/23 Eve<br>*(9/24)             |                        | 30                          | 21                         |                     | 24+21=45       |
| 10/23 Eve<br>*(12/24)           |                        | 28                          | 18                         |                     | 45+18=63       |
| 4/24 Eve<br>*(6/25)             |                        | 30                          | 25                         |                     | 63+25=88       |
| 6/24 Eve<br>*(9/25)             |                        | 30                          | 27                         |                     | 88+27=115      |
| 9/24 Day<br>*(12/25)            |                        | 30                          | 30                         |                     | 115+30=145     |
|                                 | 9/24<br>(7/23)         |                             |                            | -24                 | 145-24= 121    |
|                                 | 9/24<br>(7/23)         |                             |                            | -21                 | 121-21=100     |
| 1/25 Eve<br>*(3/26)<br>Proposed |                        | 30                          |                            |                     | 100+30=130     |

\*Indicates projected graduation date

### **Licensing Examination Statistics**

California Code of Regulations, Title 16, Section 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.

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 October 2022 through September 2024, specify the pass percentage rate for graduates of the Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) and the variance from the state average annual pass rates.

## NCLEX-PN® LICENSURE EXAMINATION DATA

| Quarterly Statistics |                         |                     |                     |                           | Annual Statistics                |   |  |
|----------------------|-------------------------|---------------------|---------------------|---------------------------|----------------------------------|---|--|
| Quarter              | # Candidates in Quarter | # Passed in Quarter | % Passed in Quarter | State Quarterly Pass Rate | Program Average Annual Pass Rate | State Average Annual Pass Rate CCR §2530(l) | Variance from State Average Annual Pass Rate |
| Oct-Dec 2022         | 12                      | 3                   | 25%                 | 75%                       | 70%                              | 73%   | -3   |
| Jan-Mar 2023         | 27                      | 21                  | 78%                 | 73%                       | 71%                              | 72%   | -1   |
| Apr-Jun 2023         | 13                      | 12                  | 92%                 | 85%                       | 72%                              | 75%   | -3   |
| Jul-Sep 2023         | 22                      | 17                  | 77%                 | 86%                       | 72%                              | 78%   | -6   |
| Oct-Dec 2023         | 16                      | 15                  | 93%                 | 85%                       | 83%                              | 81%   | +2   |
| Jan-Mar 2024         | 19                      | 18                  | 95%                 | 87%                       | 89%                              | 86%   | +3   |
| Apr-Jun 2023         | 15                      | 12                  | 80%                 | 85%                       | 86%                              | 85%   | +1   |
| Jul-Sep 2024         | 27                      | 14                  | 52%                 | 83%                       | 77%                              | 85%   | -8   |

\*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

Based on the most current data available (July-September 2024), the Program's average annual pass rate is 77 percent. 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 85 percent. The average annual pass rate for the Program is eight percentage points below the state average annual pass rate.

### **Faculty and Facilities**

California Code of Regulations, Title 16, Section 2534(d) states:

For supervision of clinical experience, there shall be a maximum of 15 students for each instructor.

The current number of approved faculty totals 29, including the Program Director and Assistant Program Director. The Program Director has 100 percent administrative duties. Of the total faculty, 24 are designated to teach clinical. During the February 19, 2024, Board meeting, the Program was required to provide maximum of ten students for each instructor. Based upon a maximum proposed enrollment of 130 students, 13 instructors are required for clinical supervision with a maximum of 10 students to one instructor. The utilization of faculty at clinical facilities is such that clinical instruction is covered adequately.

California Code of Regulations, Title 16, Section 2534(b) states:

Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught.

Submitted documentation indicates the Program has sufficient clinical facilities to afford the number, type and variety of patients that will provide clinical experience consistent with approved competency-based objectives and theory being taught for the current and proposed student enrollment.

**ATTACHMENTS:**

Attachment A: Program History

## **SMITH CHASON SCHOOL OF NURSING ONTARIO VOCATIONAL NURSING PROGRAM**

### **Program History**

- On January 4, 2009, the Executive Officer approved the West Coast Ultrasound Institute, Ontario's request to begin a vocational nursing program with an initial class of 20 students on January 19, 2009, only. The Program curriculum was approved for 1546 hours, including 588 theory and 958 clinical hours.
- On November 17 – 18, 2009, the assigned Nursing Education Consultant completed an onsite inspection of the Program to determine compliance with Article 5 of the California Code of Regulations. Three violations were identified.
- On December 2, 2009, the Executive Officer approved initial full accreditation for the West Coast Ultrasound Institute, Ontario, Vocational Nursing Program for the period of December 2, 2009, through December 1, 2013, and approved the Program request to admit an evening class of 30 students, plus three alternates, on January 6, 2010, only, to replace the class graduating on January 4, 2009. The proposed class is expected to graduate on December 23, 2010, and approved the Program's request to admit an additional day class of 30 students, plus three alternates, on January 6, 2010, only. The proposed class is expected to graduate on December 23, 2010.
- On January 6, 2011, a notice of violation was sent to the Program related to the start of an unapproved class. The Program is required to submit a plan to prevent future occurrences by January 21, 2011.
- On January 12, 2011, the Board received the required documents.
- On January 25, 2011, the Executive Officer approved the Program's request to admit a full-time evening class of 20 students on January 31, 2011, and graduating January 30, 2012, only, to replace students that graduated December 23, 2010; and required the Program to continue to obtain Board approval prior to the admission of each class.
- On June 7, 2011, the Executive Officer approved the Program's request to admit a full-time day class of 20 students on July 5, 2011, and graduating June 25, 2012, only, to replace students that graduated on June 24, 2011 and approved the Program's request to start a 15-month class with 30 students on July 5, 2011 and graduate December 21, 2012, utilizing the previously approved Program curriculum for 1546 hours, including 588 theory and 958 clinical hours and required the Program to submit a new Instructional Plan consistent with the revised curriculum for the new 15-month Program by June 30, 2011 and required the Program to submit a written report related to the Program's plan to decrease

attrition rates no later than June 30, 2011 and required the Program to obtain Board approval prior to the admission of each class.

- On July 6, 2011, the Program submitted a written plan to decrease attrition rates and improve the instructional plan for the 15-month Program.
- On November 21, 2011, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students with three alternates into a 15-month class commencing on January 4, 2012, only. Graduation is scheduled for March 24, 2013, and required the Program to obtain Board approval prior to the admission of each class.
- On April 16, 2012, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students into a 15-month class commencing on April 17, 2012, only, graduating on July 2, 2013, and required the Program to obtain Board approval prior to the admission of each class.
- On June 22, 2012, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students into a 15-month class commencing on July 16, 2012, only, and graduating on October 15, 2013, to replace students scheduled to graduate on June 25, 2012, and continued the Program's requirement to obtain Board approval prior to the admission of each class.
- On October 10, 2012, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students into a 15-month evening class commencing on October 11, 2012, only, and graduating on January 2, 2014 to replace students that graduated on September 23, 2012 and approved the Program to admit 30 students into its 15-month day class commencing on January 7, 2013 and graduating on April 3, 2014, only and required the Program to continue the Program's requirement to obtain Board approval prior to the admission of each class.
- On April 15, 2013, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students into a 15-month evening class, July 1, 2013, only, graduating September 30, 2014, to replace students that graduated on March 24, 2013. and required the Program to continue to obtain Board approval prior to the admission of each class.
- On August 27, 2013, the Board approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit 30 students into a 15 month evening class on September 30, 2013 only, graduating on December 21, 2014 to replace students that graduated on July 2, 2013 and approved the Program to admit 30 students into its 15 month day class on January 2, 2014; only, graduating on March 26, 2015 to replace students that will graduate on



October 15, 2013 and continue the Program's requirement to obtain Board approval prior to the admission of each class.

- On October 22, 2013, The Board approved continue full approval of the West Coast Ultrasound Institute, Ontario, Vocational Nursing Program for the four-year period from December 2, 2013, through September 1, 2017, and issued a certificate accordingly and continue the Program's requirement to obtain Board approval prior to the admission of each class.
- On April 10, 2014, the Executive Officer approved West Coast Ultrasound Institute, Ontario, Vocational Nursing Program's request to admit a full-time evening class of 30 students on April 14, 2014, graduating on June 28, 2015, to replace students who graduated on April 3, 2014 and approved the Program's request for a pattern of admission to replace graduating classes, only, with the following stipulations: (a) No additional classes are added to the Program's pattern of admission without prior Board approval. The current pattern of admission includes full-time classes of 30 students per year admitting in April (evening class), June (evening Class), October (Evening class) and December (Day Class), (b) The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students; and, (c) The Program maintains an average annual pass rate that is compliant with California Code of Regulations, Title 16, Section 2530(I).
- On November 2, 2017, the Executive Officer rendered the following decision:
  1. Continued full approval of the West Coast Ultrasound Institute, Ontario, Vocational Nursing Program for the period of September 1, 2017, through August 31, 2021, and issued a certificate accordingly.
  2. Continued approval of the Program's current pattern of admission, with the following stipulations:
    - a. No additional classes are added to the Program's pattern of admission without prior Board approval. The Program's pattern of admission will include admission of four full-time classes of 30 students every calendar year.
    - b. The Program 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 of the California Code of Regulations, Title 16, Section 2530(I).

On July 27, 2020, a new Program Director was approved.

On July 1, 2021, the West Coast Ultrasound Institute, Ontario changed their name to Smith Chason School of Nursing, Ontario.

On August 24, 2021, the Executive Officer rendered the following decisions'

1. Granted continued full approval for the Smith Chason Ontario School of Nursing Vocational Nursing Program for a four-year period beginning August 31, 2021, and issued a certificate accordingly.
2. Approved the admission of an additional full-time day class of 30 students two times a year to the pattern of admission which will commence in October 2021 and June 2022.
3. Required the Program to comply with all requirements listed below.

### PROGRAM REQUIREMENTS

1. The Program Director has a plan to correct the violation by submitting remediation examples to the NEC to show evidence of compliance with the remediation plans by November 1, 2021.
2. Notify the NEC in the event a current class is displaced from clinical sites.
3. Continue to require the Program, when requesting approval to admit students, to:
  - a. Submit all documentation in final form, using forms provided by the BVNPT, no later than two months prior to the requested start date for the class.
  - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Maintain an average annual pass rate that is compliant with of the California Code of Regulations, Title 16, Section 2530(l).
4. Comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at California Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.

On October 15, 2021, the violation from August 2021 was corrected.

On October 20, 2021, a new Program Director was approved.

On June 6, 2022, a new Program Director was approved.

On January 24, 2023, a new Program Director was approved.

On July 3, 2023, a new Program Director was approved.

On October 4, 2023, a new Program Director was approved.

On February 16, 2024, the Board rendered the following decisions:

1. Placed the Smith Chason School of Nursing, Ontario, Vocational Nursing Program on provisional approval for two years starting February 16, 2024.
2. Rescinded the Program's pattern of admission and required the Program to request each class admission, replacing graduating classes only.
3. Required the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS:

1. The Program will correct the outstanding violations by April 1, 2024.
2. Required the Program to submit a comprehensive analysis report in six months, with a submission date no later than August 1, 2024, in twelve months with a submission date no later than February 1, 2025, and in nineteen months but no later than September 1, 2025. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Terminal Objectives
  - b. Evaluation of Current Curriculum including:
    1. Instructional Plan
    2. Daily Lesson Plans for each Term
  - c. Student Policies and any policy changes including:
    1. Admission Criteria
    2. Screening and Selection Criteria
    3. Attendance Policy
    4. Remediation and Make-up Policy
    5. Evaluation Methodology for Student Progress including evaluation of clinical practice
    6. Credit Granting Policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.
  - e. Faculty Meeting Methodology
  - f. Documentation of resources, including faculty and facilities, for all terms for all current cohorts.
  - g. A list of students in each cohort including their start and end dates and if in a day or evening class.
3. Admit no additional classes without prior approval by the Board.
4. Required the Program, when requesting approval to admit students, to:

- a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.
  - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the Program maintains an average annual pass rate that is compliant with the California Code of Regulations, Title 16, Section 2530(l).
5. Provide a maximum of ten students for each instructor. The California Code of Regulations, Title 16, Section 2534(d) states: “for supervision of clinical experience, there shall be a maximum of 15 students for each instructor.” Recommendation of one instructor for a maximum of ten students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.
6. Notify the NEC in the event a current class is displaced from clinical sites.
7. Continued the Program’s requirement to demonstrate incremental progress in correcting the violations and providing required documentation of resources. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program’s approval.
8. Continued the Program’s requirement to comply with all of the approval standards in Article 4 of the Vocational Nursing Practice Act, commencing with California Business and Professions Code, Section 2880, and in Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.

On March 19, 2024, the Executive Officer rendered the following decisions:

1. Approved the Program’s request to admit a full-time evening class of 30 students to commence on April 1, 2024, with a graduation date of June 21, 2025, to replace the class that graduated on March 24, 2024.
2. Required the Program to comply with all requirements listed below.

## PROGRAM REQUIREMENTS

1. Required the Program to submit a comprehensive analysis report in six months, with a submission date no later than August 1, 2024, in twelve months with a submission date no later than February 1, 2025, and in nineteen months but no later than September 1, 2025. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Terminal Objectives
  - b. Evaluation of Current Curriculum including:
    1. Instructional Plan
    2. Daily Lesson Plans for each Term
  - c. Student Policies and any Admission Criteria policy changes including:
    1. Screening and Selection Criteria
    2. Attendance Policy
    3. Remediation and Make-up Policy
    4. Evaluation Methodology for Student Progress, including evaluation of clinical practice.
    5. Credit Granting Policy
  - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.
  - e. Faculty Meeting Methodology
  - f. Documentation of resources, including faculty and facilities, for all terms for all current cohorts.
  - g. A list of students in each cohort including their start and end dates and if in a day or evening class.
8. Admit no additional classes without prior approval by the Board.
9. Required the Program, when requesting approval to admit students, to:
  - a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.
  - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the Program maintains an average annual pass rate that is compliant with the California Code of Regulations, Title 16, Section 2530(l).
10. Provide a maximum of ten students for each instructor. The California Code of Regulations, Title 16, Section 2534(d) states: "for supervision of clinical experience,

there shall be a maximum of 15 students for each instructor.” Recommendation of one instructor for a maximum of ten students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.

11. Notify the NEC in the event a current class is displaced from clinical sites.
12. Continued the Program’s requirement to comply with all of the approval standards in Article 4 of the Vocational Nursing Practice Act, commencing with California Business and Professions Code, Section 2880, and in Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.
13. Continued the Program’s requirement to demonstrate incremental progress in correcting the violations and providing required documentation of resources. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program’s approval.

On August 1, 2024, the Comprehensive Program Evaluation was submitted.

On August 16, 2024, the Board rendered the following decisions:

1. Approved the Program’s request to admit a full-time evening class of 30 students to commence on September 30, 2024, with a graduation date of December 21, 2025, to replace the class that graduated on June 23, 2024.
2. Required the Program to comply with all requirements listed below.

### **PROGRAM REQUIREMENTS**

1. Required the Program to submit a comprehensive analysis report in seven months, with a submission date no later than February 1, 2025, and in thirteen months but no later than September 1, 2025. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Terminal Objectives
  - b. Evaluation of Current Curriculum including:
    1. Instructional Plan
    2. Daily Lesson Plans for each Term
  - c. Student Policies and any policy changes including:

1. Admission Criteria
  2. Screening and Selection Criteria
  3. Attendance Policy
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  5. Evaluation Methodology for Student Progress, including evaluation of clinical practice.
  6. Credit Granting Policy
- d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.
  - e. Faculty Meeting Methodology
  - f. Documentation of resources, including faculty and facilities, for all terms for all current cohorts.
  - g. A list of students in each cohort including their start and end dates and if in a day or evening class.
2. Admit no additional classes without prior approval by the Board.
  3. Required the Program, when requesting approval to admit students, to:
    - a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.
    - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
    - c. Ensure that the Program maintains an average annual pass rate that is compliant with the California Code of Regulations, Title 16, Section 2530(l).
  4. Provide a maximum of ten students for each instructor. The California Code of Regulations, Title 16, Section 2534(d) states: "for supervision of clinical experience, there shall be a maximum of 15 students for each instructor." Recommendation of one instructor for a maximum of ten students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.
  5. Notify the NEC in the event a current class is displaced from clinical sites.
  6. Continue the Program's requirement to comply with all of the approval standards in Article 4 of the Vocational Nursing Practice Act, commencing with

California Business and Professions Code, Section 2880, and in Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.

7. Continue the Program's requirement to demonstrate incremental progress in correcting the violations and providing required documentation of resources. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.