

# MANDATORY REPORTING REQUIREMENTS FOR EMPLOYERS OF LICENSED VOCATIONAL NURSES & PSYCHIATRIC TECHNICIANS

## Reporting Requirements

The mandatory reporting requirements specify that employers of LVNs and PTs shall report to the Board, in writing, the suspension or termination for cause of an LVN or PT in their employ. The report shall be made within 30 days of the effective date. Employers who fail to report to the Board any suspension or termination for cause of an LVN or PT in their employ may be cited and fined up to \$10,000 per violation.

### REFERENCE:

B&P Code sections:  
2878.1 (LVN)  
4521.2 (PT)

CCR sections:  
2520.5 (LVN)  
2878.1 (PT)

## Reportable Suspensions/Terminations

“Suspension or termination for cause” is defined as suspension or termination from employment for any of the following reasons:

- Use of controlled substances or alcohol to the extent that it impairs the licensee’s ability to safely practice.
- Unlawful sale of a controlled substance or other prescription items.
- Patient or client abuse, neglect, physical harm, or sexual contact with a patient or client.
- Falsification of medical records.
- Gross negligence or incompetence.
- Theft from patients or clients, other employees, or the employer.

## How to Report Violations

To report suspensions or terminations for cause, employers may complete the “Employer Reporting Form” available on the Board’s website or write to the Board’s Enforcement Division at the following address:

**Board of Vocational Nursing &  
Psychiatric Technicians  
2535 Capitol Oaks Dr., Suite 205  
Sacramento, CA 95833  
FAX (916) 263-7857**

When submitting the report, employers are encouraged to include a copy of the LVN’s/PT’s official notice of termination or suspension.

[www.bvnpt.ca.gov](http://www.bvnpt.ca.gov)