STATE OF CALIFORNIA

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DEPARTMENT OF CONSUMER AFFAIRS

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945
www.bvnpt.ca.gov

Education and Practice Committee Meeting Notice and Agenda
Public Meeting
Meeting held via WebEx

DATE: Monday, January 11, 2021

TIME: 2:00 P.M. to 5:00 P.M. or until Completion of Business

*EXECUTIVE ORDER: Waiver of Bagley-Keene Restriction on Teleconferenced
                     Meetings Related to Declared Emergency -- (Executive Order
                     N-29-20, March 17, 2020, paragraph 11.)

Important Notices to the Public:
If you wish to participate in or observe the meeting, you can access the meeting via the
BVNPT WebEx Link: https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=e1542f78a60e518665a0382d99cd4febf.
Instructions to connect via WebEx Events are located at the end of this agenda.

Action may be taken on any item on the agenda. The time and order of agenda items are
subject to change at the discretion of the Committee Chair and may be taken out of order. In
accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to
the public. The Board plans to webcast this meeting on its website at
https://thedcapage.wordpress.com/webcasts/. Webcast availability cannot, however, be
guaranteed due to limited resources. The meeting will not be cancelled if webcast is not
available. Adjournment, if it is the only item that occurs after a closed session, may not be
webcast. The meeting may be paused or postponed if there are technical difficulties with the
WebEx.

Government Code section 11125.7 provides the opportunity for the public to address each
agenda item during discussion or consideration by the Board prior to the Board taking any
action on said item. Members of the public will be provided appropriate opportunities to
comment on any issue before the Board, but the Board President may, at his or her discretion,
apportion available time among those who wish to speak. Individuals may appear before the
Board to discuss items not on the agenda; however, the Board can neither discuss nor take
official action on these items at the time of the same meeting [Government Code sections
11125, 11125.7(a)].

*Waiver of Bagley-Keene Restriction on Teleconferenced Meetings Related to Declared
Emergency – (Executive Order N-29-20, March 17, 2020, paragraph 11.): Executive Order N-
29-20 waives some requirements regarding the notification and access for teleconferenced
public meetings. Specifically, it would allow a Board to conduct Board business via a
telephonic meeting and allow the members to call in from private lines without making those
numbers public or requiring the sites from which they call to be accessible to the public. One
site must be posted as publicly accessible, and this public site need not include an appointed
Board member.

1.   Call to Order, Roll Call and Establishment of Quorum.

2.   Introductions of Committee Members, Board Staff and Board Legal Counsel

3.   Chairperson's Welcome and Opening Remarks.

4.   Discussion and Possible Approval of the Committee Meeting Minutes: October 26, 2020 (Ms. Yamaguchi).

5.   COVID-19 Update (Ms. Yamaguchi).

6.   Update, Review and Consideration of Special Meeting on Vocational Nursing and Psychiatric Technician Education Modalities (Ms. Yamaguchi).

7.   Update, Review, and Consideration of Sunset Legislation Concepts regarding Vocational Nursing and Psychiatric Technician Programs and Scopes of Practice (Ms. Yamaguchi).

8.   Review and Possible Action on 2021 Rulemaking Proposals regarding Vocational Nursing and Psychiatric Technician Programs and Scopes of Practice (Ms. Yamaguchi).

9.   Update on the Board's approved Decision-Making Process (Ms. Yamaguchi).

10.   Update, Discussion and Possible Action on Strategic Planning (Ms. Yamaguchi).

11.   Updates from Supervising Nursing Education Consultant (Ms. Cordeiro).

12.   Discussion and Possible Action to Make Recommendations to the Board.
        Please Note: The Nursing Education Consultants (NECs) make recommendations. The recommendations are forwarded to one or more: The Executive Officer Review, the Education and Practice Committee or the full Board for action.

        A. Consideration of Placement of Program on Provisional Approval. Carrington College, Sacramento (Ms. Gomez).
            Staff Recommendations:
            1. Place the program on the February 26, 2021 Board meeting agenda for placement on Provisional Approval.
            2. Comply with all program requirements.
            Program Requirements:
            1. The program will submit a plan to correct the four identified violations and submit accompanying documents providing evidence of correction no later than March 15, 2021.
                a. Notification of termination or resignation of instructors – develop pattern of compliance identified in the submitted program policy.

   b. Remediation and evaluation – provide evidence of remediation follow-up for at-risk students. Provide 10 student remediation plans including instructor follow-up to include: grading of submitted remediation assignments, and documented follow-up with student, identifying student's understanding of content.

   c. Credit Granting for CNA – include in program policy that the CNA is eligible to receive credit granting and provide a list of all admitted students who received credit granting with the name of each course that credit was granted.

   d. Admission of unapproved student – On March 15, 2020 provide a list of all current students in each cohort.

  2. Admit no additional students without prior Board approval.

  3. Require the program to provide no less than one instructor for every ten students in clinical experiences.

  4. Notify the NEC in the event a current class is displaced from clinical sites.

  5. Notify the NEC when a course is 50 percent complete, and submit an update related to clinical sites.

  6. Continue the program's requirement to obtain Board approval prior to admission of any additional classes.

  7. Continue to require the program, when requesting approval to admit students, to:

   a. Submit all documentation in final form, using the 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. Ensure that the program maintains an average annual pass rate that is compliant with Section 2530(l) of the Vocational Nursing Rules and Regulations.

  8. 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.

13. Public Comment on Items Not on the Agenda. Note: The Committee may not discuss or take any action on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting [Government Code Sections 11125, 11125.7(a)].

14. Recommendations for Agenda Items for Future Committee Meetings. Note: The Committee may not discuss or take any action on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting [Government Code Sections 11125, 11125.7(a)].

15. Adjournment.

The mission of the California Board of Vocational Nursing and Psychiatric Technicians (Board) is to protect the public. Public protection is paramount to the Board and its highest priority in exercising its licensing, regulatory, and disciplinary functions. Towards this end, the Board ensures that only qualified persons are licensed vocational nurses and psychiatric technicians by enforcing education requirements, standards of practice, and by educating consumers of their rights.

HOW TO – Join – DCA WebEx Event

The following contains instructions to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

NOTE: The preferred audio connection to our event is via telephone conference and not the microphone and speakers on your computer. Further guidance relevant to the audio connection will be outlined below.

1. Navigate to the WebEx event link provided by the DCA entity (an example link is provided below for reference) via an internet browser.

   Example link:
   https://dca-ca.webex.com/dca-ca/onstage/g.php?MTID=eb0a73a251f0201d9d5ef3aaa9e978bb5
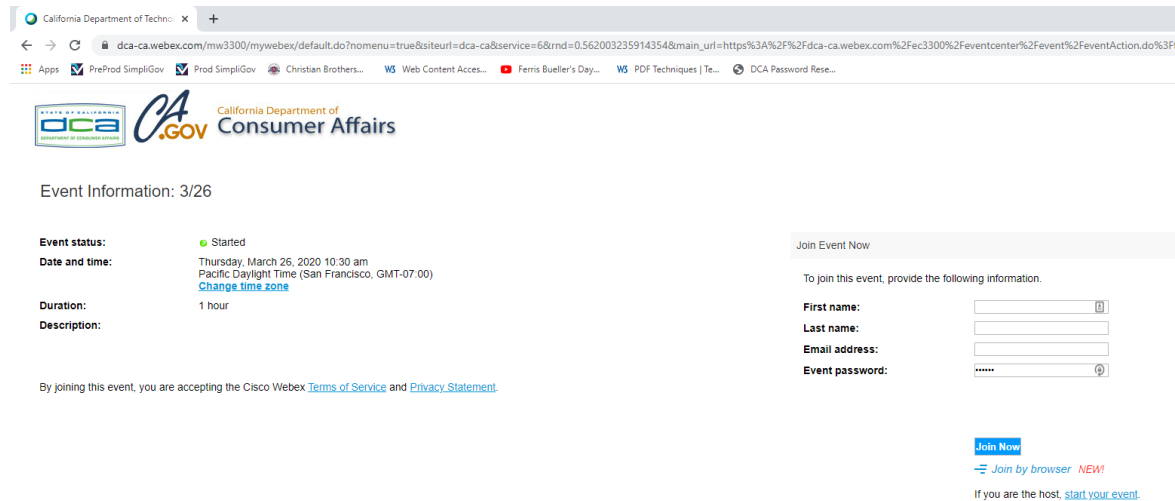
2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.
   NOTE: If there is a potential that you will participate in this event during a Public Comment period, you must identify yourself in a manner that the event Host can then identify your line and unmute it so the event participants can hear your public comment. The 'First name', 'Last name' and 'Email address' fields do not need to reflect your identity. The department will use the name or moniker you provide here to identify your communication line should you participate during public comment.

HOW TO – Join – DCA WebEx Event
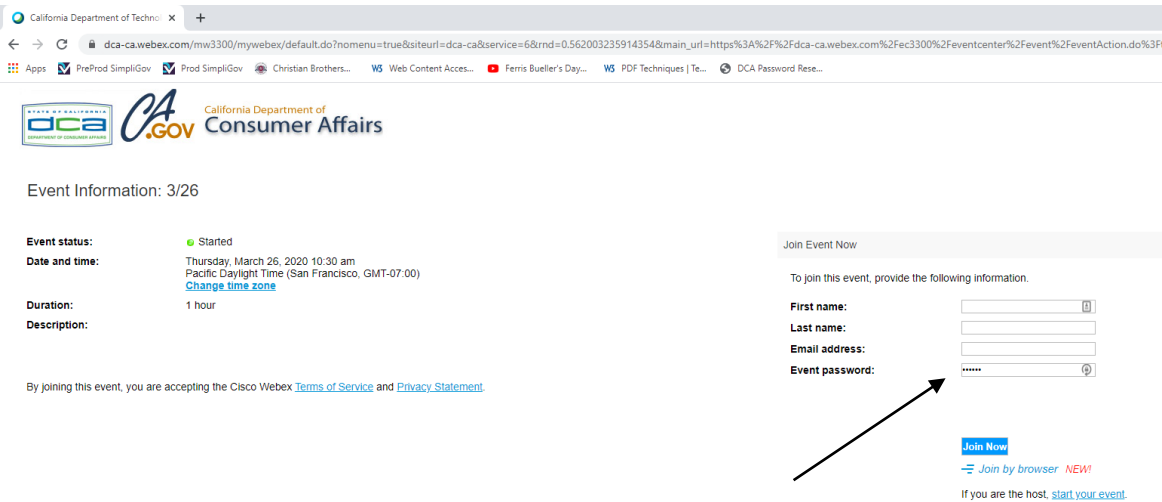
3. Click the 'Join Now' button.

   NOTE: The event password will be entered automatically. If you alter the password by accident, close the browser and click the event link provided again.

4. If you do not have the WebEx applet installed for your browser, a new window may open, so make sure your pop-up blocker is disabled. You may see a window asking you to open or run new software. Click 'Run'.
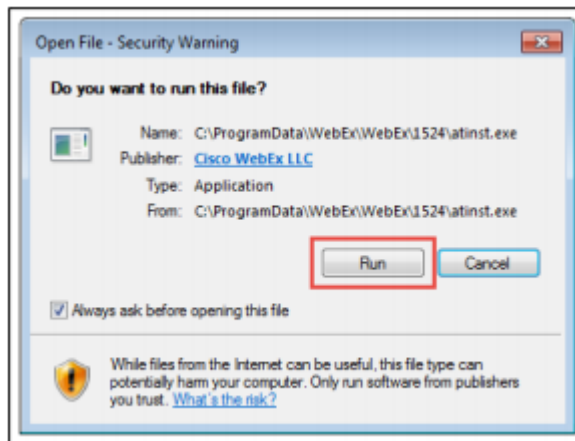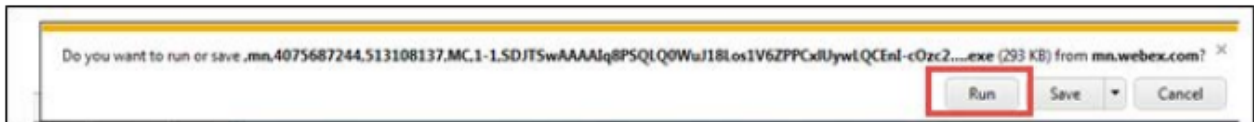

Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.
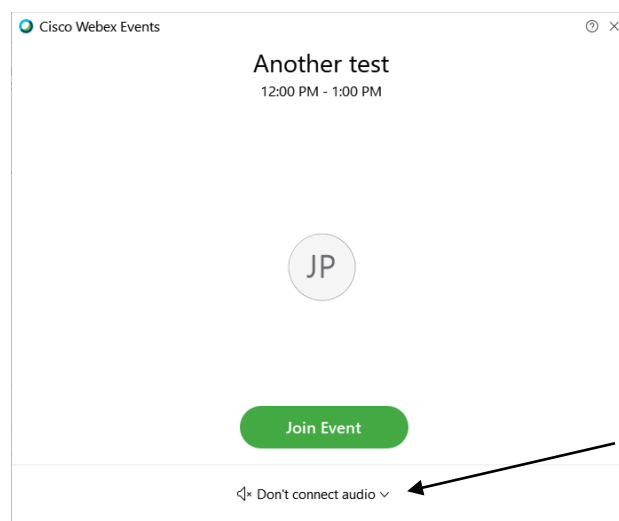
HOW TO – Join – DCA WebEx Event

Starting Webex...

Still having trouble? Run a temporary application to join this meeting immediately.

5. To bypass step 4, click 'Run a temporary application'.

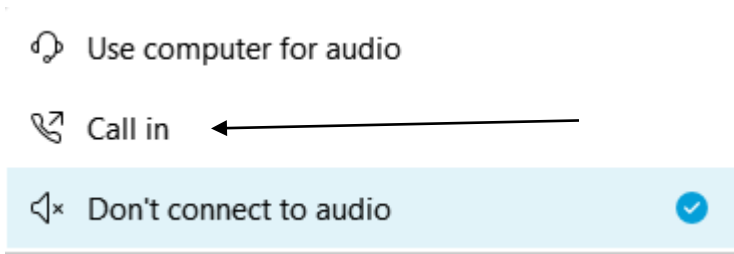6. A dialog box will appear at the bottom of the page, click 'Run'.

Do you want to run or save .mn.4075687244,513108137,MC,1-1,SDJTSwAAAAIq8PSQLQ0WuJ18Los1V6ZPPCxlUywLQCEnI-cOzc2...exe (293 KB) from mn.webex.com?   Run   Save ▾ Cancel

The temporary software will run, and the meeting window will open.

7. Click the audio menu below the green 'Join Event' button.

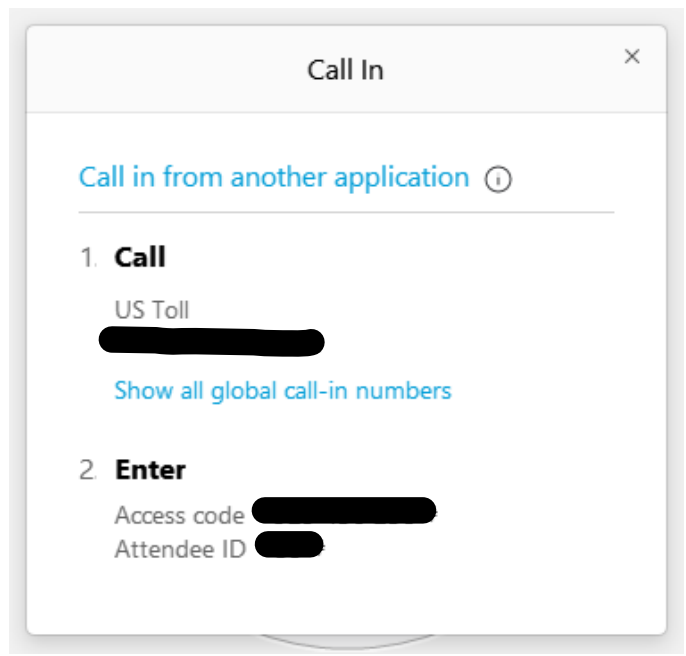8. When the audio menu appears click 'Call in'.

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⌾ Use computer for audio

📞 Call in ⟵

🔇 Don't connect to audio ✓

9. Click 'Join Event'. The audio conference call in information will be available after you join the Event.

Join Event
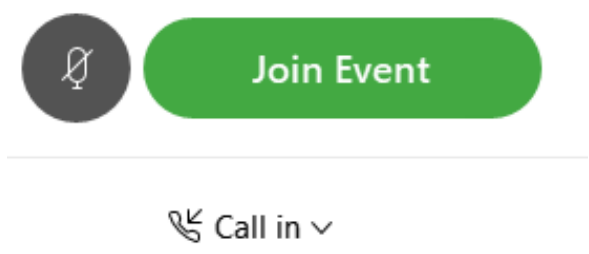
📞 Call in ⌄

10. Call into the audio conference with the details provided.

Call In ✕

Call in from another application ⓘ

1. **Call**

US Toll

▬▬▬▬▬▬▬

Show all global call-in numbers

2. **Enter**

Access code ▬▬▬▬▬▬
Attendee ID ▬▬▬

NOTE: The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.

HOW TO – Join – DCA WebEx Event

Once you successfully call into the audio conference with the information provided, your screen will look like the screen below and you have joined the event.
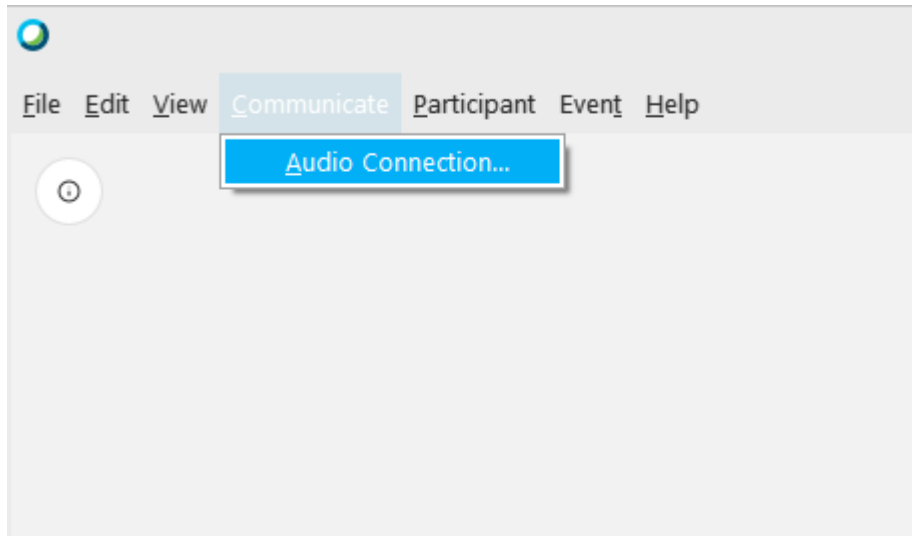
Congratulations!
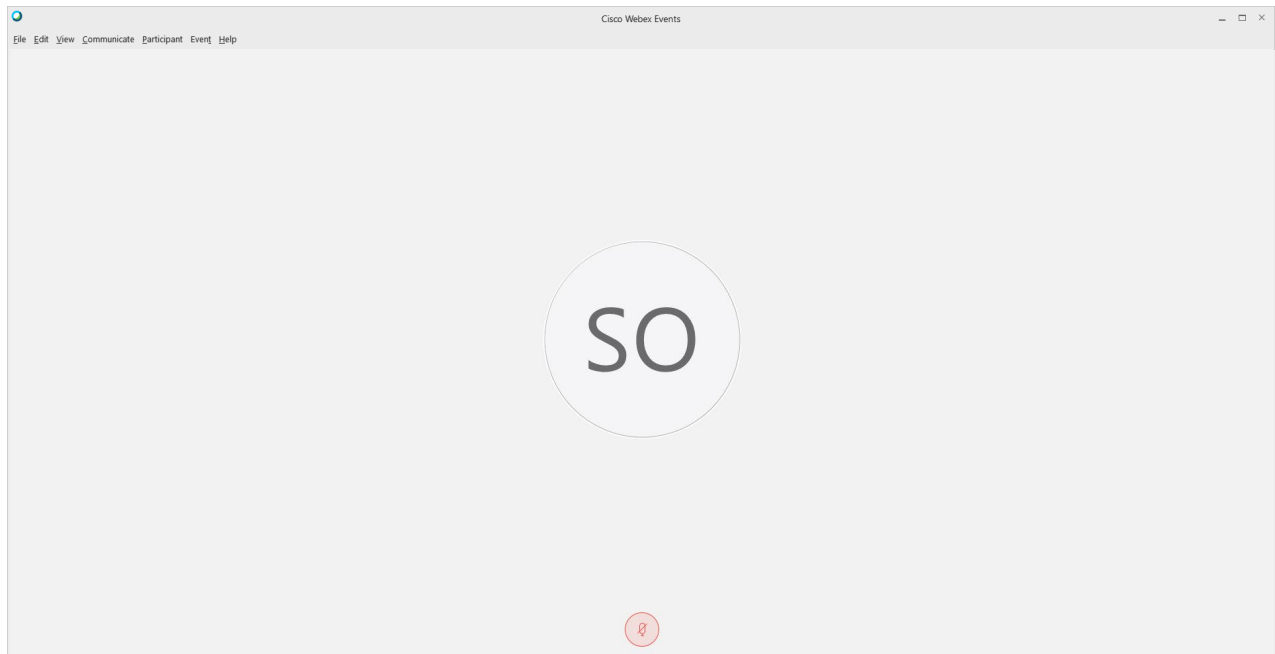
NOTE: Your audio line is muted and can only be unmuted by the event host.

If you join the meeting using your computer's microphone and audio, or you didn't connect audio at all, you can still set that up while you are in the meeting.

Select 'Communicate' and 'Audio Connection' from top left of your screen.

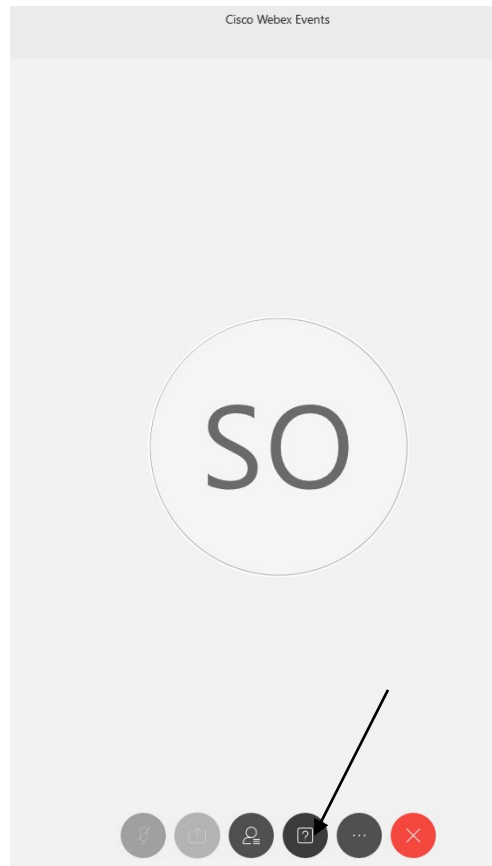# HOW TO – Join – DCA WebEx Event

The 'Call In' information can be displayed by selecting 'Call in' then 'View'
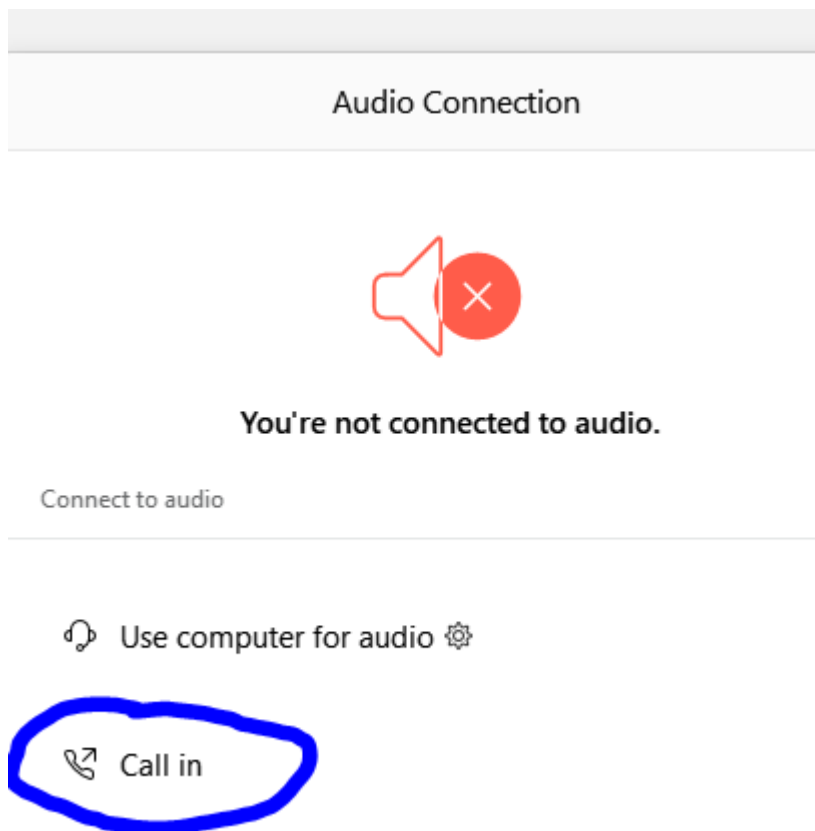
You will then be presented the dial in information for you to call in from any phone.

HOW TO – Join – DCA WebEx Event
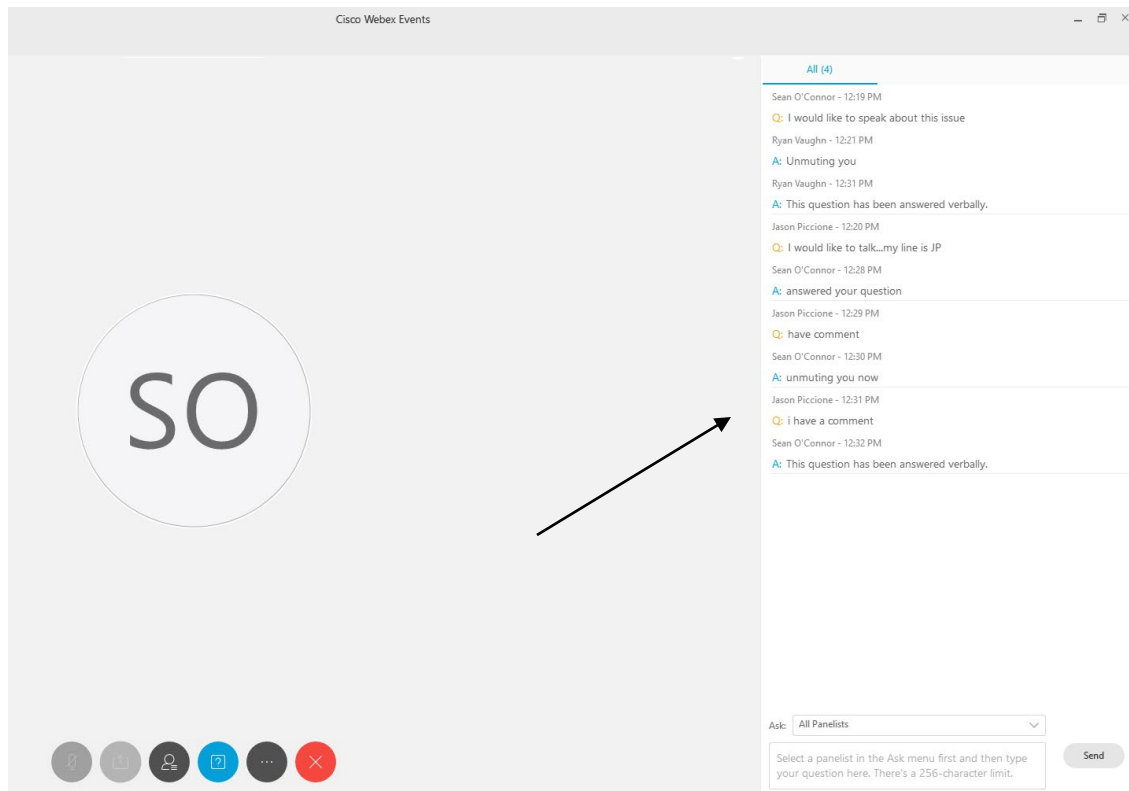
Participating During a Public Comment Period

At certain times during the event, the facilitator may call for public comment. If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.

This will bring up the 'Q and A' chat box.

NOTE: The 'Q and A' button will only be available when the event host opens it during a public comment period.

HOW TO – Join – DCA WebEx Event

To request time to speak during a public comment period, make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.

Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

NOTE: Your line will be muted at the end of the allotted public comment duration. You will be notified when you have 10 seconds remaining.